



DEPARTMENT OF THE ARMY
OFFICE OF THE JUDGE ADVOCATE GENERAL
2200 ARMY PENTAGON
WASHINGTON, DC 20310

DAJA-PT

1 August 2018

MEMORANDUM FOR STAFF JUDGE ADVOCATES

SUBJECT: Funded Legal Education Program

1. This memorandum announces the opening of the 2018 Army Funded Legal Education Program (FLEP) application window, from 1 August 2018 to 1 November 2018. Commissioned officers between the ranks of 2LT and CPT, with between two and six years of active federal service as of 1 September 2019, are encouraged to apply and be considered for acceptance. The FLEP eligibility criteria are found in Army MILPER Message 18-081 and in AR 27-1, Chapter 10.
2. In 2017, the Army JAG Corps maintained its FLEP applicant pool by the same percent as the 2016 application figures. This year, at the HQDA level, the Corps seeks to continue to increase interest in the FLEP through the aforementioned MILPER message and administration of the Army FLEP Facebook Group. At the OSJA level, we encourage you to support the effort to increase awareness of the FLEP by distributing the enclosed press release through your installation public affairs offices, in addition to employing other means of publication you deem appropriate.
3. The following points of general information should be emphasized to all applicants:
 - a. The six-year statutory cap on active federal service, as of the time legal training begins, cannot be waived. The active federal service calculation accounts for years of active enlisted, warrant, and commissioned service, combined.
 - b. The JAG Corps hopes to select up to 25 highly-qualified, junior officers to participate in the FLEP, beginning in Academic Year 2019-2020; however, participation will be based on funding and force management considerations.
 - c. Officers selected to participate in the FLEP generally attend law schools with published tuition rates under the annual tuition cap published by the HRC Advanced Civil Schooling office.
 - d. The average LSAT score for the 2017 FLEP selectees was 161 (82nd percentile), and the average undergraduate GPA was 3.40.
 - e. All FLEP applications must be endorsed by the chain of command, up to the brigade or COL/O-6 level, before they are considered by the FLEP Selection Board.
 - f. Original FLEP application packets must be received at the Office of The Judge Advocate

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General, Personnel, Plans, and Training Office no later than 1 November 2018. The address follows: Office of The Judge Advocate General; Personnel, Plans, and Training Office (ATTN: Ms. Yvonne Caron – Room 2B517); 2200 Army Pentagon; Washington, DC 20310-2200.

g. A copy of the FLEP application packet must also be received at each applicant's HRC branch office no later than 1 November 2018.

h. FLEP applications may be submitted without LSAT scores before the 1 November 2018 application deadline. Upon receipt of LSAT scores, applicants must submit them in time for FLEP Selection Board's consideration on 3 December 2018. Applicants should be told that if their LSAT score does not arrive before the board convenes, their files will not be considered.

i. Letters of recommendation are not required. If included, applicants are encouraged to submit no more than three letters of recommendation.

j. All FLEP applicants should be advised to:

- (1) Determine their eligibility status.
- (2) Take the LSAT no later than September 2018.
- (3) Coordinate to receive all official college transcripts.
- (4) Forward their original applications for chain of command endorsement.
- (5) Schedule the SJA interview for a date in advance of the application deadline.

4. Applicants should review and sign the attached Statement of Understanding during the SJA interview, see enclosure 2. Please submit the signed statements from your applicants, along with your SJA interview memoranda, to Ms. Yvonne Caron no later than 12 November 2018.

5. All SJAs should personally conduct each FLEP interview. As senior leaders of the Corps, your perception of each applicant's motivation and potential as a career judge advocate provides the board members valuable insight not available from other sources. Copies of your interview memoranda will not be shared with or forwarded to your interviewees; it is in the Corps' best interest that you are candid when evaluating each applicant.

6. After TJAG approves the FLEP Board results, we will post them on JAGCNET and forward them for release to your installations.

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7. The point of contact for the FLEP application process is Ms. Yvonne Caron at commercial (703) 545-2843 or at yvonne.m.caron2.civ@mail.mil.

FOR THE JUDGE ADVOCATE GENERAL:

4 Encls

1. Sample Press Release
2. Statement of Understanding
3. FLEP Interview Sample Format
4. MILPER Message 18-081



TANIA M. MARTIN
COL, JA
Chief, Personnel, Plans, and
Training Office

SAMPLE PRESS RELEASE

FUNDED LEGAL EDUCATION PROGRAM

a. The Office of The Judge Advocate General is now accepting applications for the Army's Funded Legal Education Program. Under this program, the Army projects sending up to 25 active duty commissioned officers to law school at government expense. Selected officers will attend law school beginning the Fall of 2019 and will remain on active duty while attending law school.

b. Interested officers should review Army MILPER Message 18-081 and Chapter 10, AR 27-1 (The Judge Advocate General's Funded Legal Education Program) to determine their eligibility. This program is open to commissioned officers in the rank of second lieutenant through captain. Applicants must have at least two, but not more than six, years of total active Federal service at the time legal training begins. Eligibility is governed by statute (10 U.S.C. 2004) and is non-waivable.

c. Eligible officers interested in applying should immediately register for the earliest offering of the Law School Admission Test. Applicants must send their request through command channels, to include the officer's branch manager at AHRC, send the original application to the Office of The Judge Advocate General, ATTN: DAJA-PT (Ms. Yvonne Caron-Rm 2B517), 2200 Army Pentagon, Washington, DC 20310, to be received by 1 November 2018. Submission of the application well in advance of the deadline is advised.

d. Interested officers should contact their local Staff Judge Advocate for further information.

Encl 1

STATEMENT OF UNDERSTANDING

(Competitive Categories)

Pursuant to AR 27-1, paragraph 10-10(a) I understand officers participating in the Funded Legal Education Program will be detailed to The Judge Advocate General's Corps (JAGC), but will be under the control of their basic branch for promotions, career status integration, and so forth, while attending law school.

Until I have passed a bar examination and have been admitted to practice before the highest court of any state or the District of Columbia, and assigned to a JAGC position I will not be considered part of the JAGC competitive category for the purposes of promotion.

The JAGC does not manage by year group. Once part of the JAGC competitive category, I will be considered for promotion at time-in-grade intervals, which may occur later in time than the Army promotion list.

SIGNATURE

PRINT NAME

DATE SIGNED

Encl 2

(SAMPLE FORMAT)
LETTERHEAD

MEMORANDUM FOR President, Funded Legal Education Board, Office of The Judge Advocate General, ATTN: DAJA-PT (Ms. Yvonne Caron-Room 2B517), 2200 Army Pentagon, Washington, DC 20310

SUBJECT: Interview of RANK, NAME, BRANCH, Applicant for the Funded Legal Education Program (FLEP)

1. I interviewed (officer's name and rank) on (date) in conjunction with his/her application for The Judge Advocate General's Funded Legal Education Program.

2. My evaluation, based on that interview, follows:

Motivation for Attending Law School:

Motivation for Service as a Career Judge Advocate:

Military Bearing:

General Appearance and Condition:

Oral Communication Skills:

Undergraduate Grade Point Average:

3. My observations and recommendations (based on recommendations from applicant's supervisor and personal interview):

SIGNATURE BLOCK

Encl 3

**MILPER Message Number
18-081**

**Proponent
AHRC-OPL**

**Title
2018 Funded Legal Education Program (FLEP) Selection Board (AY19-20)**

...Issued:[3/5/2018 10:21:05 AM]...

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- A. Title 10, United States Code (USC), Section 2004.
 - B. AR 25-50, Preparing and Managing Correspondence, 17 May 2013.
 - C. AR 27-1, Legal Services, Judge Advocate Legal Services, 24 January 2017.
 - D. AR 601-100, Appointment of Commissioned and Warrant Officers in the Regular Army, 21 November 2006.
 - E. AR 621-1, Training of Military Personnel at Civilian Institutions, 28 August 2007.
 - F. AR 623-3, Evaluation Reporting System, 4 November 2015.
 - G. AR 640-30, Photographs for Military Human Resources Records, 18 September 2008.
 - H. FM 7-22, Army Physical Readiness Training, (INCL C1), 26 October 2012.
- 1. This MILPER Message will expire NLT 15 January 2019.
 - 2. This message announces zones of eligibility, methodology, and administrative instructions for use by the 2018 FLEP Selection Board.
 - 3. The FLEP Selection Board selects eligible Regular Army Lieutenants and Captains from the Operations, Operations Support (OS), Force Sustainment (FS), Army Special Operations Forces Division (ARSOF), and Health Services (HS) Division for detail to the Judge Advocate General's Corps (JAGC) and a funded legal education.
 - a. The 2018 FLEP Selection Board will convene on or about 3 December 2018 and will

recess on or about 4 December 2018. The results will be posted NLT the end of the first week in January 2019 at www.jagcnet.army.mil.

b. Title 10, USC, Section 2004, authorizes the Army's The Judge Advocate General (TJAG) to select up to twenty-five officers for law school attendance each fiscal year.

4. Regular Army Officers who are managed by Operations, OS, FS, ARSOF, and HS Divisions and who meet the following non-waivable criteria are eligible for consideration by the 2018 FLEP selection board:

a. Be a U.S. citizen on active duty in the grade of O-1 through O-3 while applying and at the time of selection.

b. Be a graduate of an accredited college or university, having earned a Bachelor's degree.

c. Have not less than 2 years nor more than 6 years of active duty, including prior warrant officer and enlisted service, as of the start date of the first semester in law school.

d. Have at least a Secret security clearance.

e. Not have an approved resignation or separation date.

5. IAW AR 621-1, paragraph 3-3, Active and traditional National Guard and Reserve officers are not eligible for this program.

6. AR 27-1, Chapter 10, requires that selected officers be detailed to the JAGC while attending law school, and remain detailed to the JAGC for at least one year for evaluation of their qualifications for appointment in or assignment to the JAGC.

7. The active duty service obligation for selected officers is two years for each year of law school or part thereof.

8. The application memorandum will be written IAW AR 25-50, Chapter 2, and include the following items:

a. Applicant's social security number, telephone number (DSN and/or commercial), current home address, and unit address.

b. Original copies of all official transcripts for college-level and higher education.

- c. Description of legal studies completed and legal experience in civilian or military life.
- d. Date of expected return to the United States, if applicable.
- e. Motivation for attending law school and for applying for the FLEP. Limit to one page in length as part of the application memorandum.
- f. List of law schools to which the applicant has applied or will apply.
- g. TOPMIS Officer Record Brief (ORB) "from the drop down menu" select Board ORB; regular ORBs are discouraged. Contact your S-1 to obtain a Board ORB.
- h. All Officer Evaluation Reports (OER). Submission of Academic Evaluation Reports (AER) are discouraged, unless an officer has yet to receive an OER. Each page of each OER must be printed separately. The use of any back pages is discouraged.
- i. Current Department of the Army official photograph.
- j. LSAT score or anticipated test date. Applicants noting their test dates, instead of an LSAT score, must provide a score before the board convenes.
- k. Current Army Physical Fitness Test scorecard and, if applicable, DA Form 5501 Body Fat Content Worksheet.
- l. Total active federal service statement, as follows – "on 1 September 2019, I will have ## years and ## months of active federal commissioned service and ## years and ## months of prior active (warrant and/or enlisted) service for a total of ## years and ## months of total active federal service."
- m. Date and location of the Staff Judge Advocate (SJA) interview.
- n. Statement that the applicant has at least a Secret clearance.
- o. Statement detailing whether the applicant has ever been indicted or summoned into court as a defendant in a criminal proceeding regardless of the result of trial, or convicted, fined, imprisoned, placed on probation, paroled or pardoned, ordered to deposit bail or collateral for the violation of any law, police regulation, or ordinance. This includes restraining order, temporary restraining order, civil injunctions, cease and desist orders, juvenile offenses and traffic violations (unless the traffic violation was under \$250.00). If yes, applicant must provide sufficient information regarding the nature of offense(s), date of offense(s), the disposition(s), and explanation(s) of the circumstances.
- p. Statement detailing whether the applicant has ever been the subject of adverse military administrative action, regardless of outcome, including (but not limited to) being

flagged for failing to satisfy military height/weight requirements, or for failing a military physical fitness test. If yes, the applicant must provide sufficient information regarding the nature of the administrative action(s), date(s), disposition(s) and explanation(s) of the circumstances.

q. Statement detailing whether the applicant has ever been the subject of a criminal investigation, or been the accused in non-judicial punishment (NJP) proceedings, or been the accused in court-martial proceedings under the Uniform Code of Military Justice (UCMJ), regardless of outcome. If yes, the applicant must provide sufficient information regarding the nature of the investigations(s) or NJP/UCMJ proceedings(s), date(s), disposition(s), and explanation(s), of the circumstances.

r. Letters of recommendation (LOR) are not required. If included, applicants are encouraged to submit no more than three LORs in support of their applications. LORs from past raters and senior raters are discouraged, as their comments from past OERs will be considered by the board.

9. The original copy of the completed application must be printed as a one-sided document. The use of any back pages is discouraged. The application must also be endorsed by the chain of command, up to the first COL/O-6, before submitting it for consideration by the FLEP board. General Officer endorsements are not required.

10. The JAGC's Personnel, Plans, and Training Office (PPTO) will receive original FLEP application packets at the following address: Office of The Judge Advocate General; Personnel, Plans, and Training Office (ATTN: Ms. Yvonne Caron – Room 2B517); 2200 Army Pentagon; Washington, DC 20310-2200. The use of ring/spiral binders, document protectors, and/or non-standard paper is discouraged.

11. In addition to submitting the original FLEP application to the JAGC PPTO, each applicant must submit a copy of the completed application to the appropriate HRC point of contact listed below. Regular mail is acceptable, but the preferred method of delivery is via electronic email with read receipt.

a. Officers managed by the Operations Division are encouraged to submit the application copy via electronic mail to usarmy.knox.hrc.mbx.opmd-od-psb@mail.mil. Regular mail may be forwarded to the following address: U.S. Army Human Resources Command; AHRC-OPA-P (ATTN: Mr. Gilberto Medina – DEPT 210); 1600 Spearhead Division Avenue; Fort Knox, KY 40122-5202.

b. Officers managed by the OS Division are encouraged to submit the application copy via electronic mail to usarmy.knox.hrc.mbx.opmd-osd-psb@mail.mil. Regular mail may be forwarded to the following address: U.S. Army Human Resources Command; AHRC-OPB-P (ATTN: Ms. Robin Grega – DEPT 220); 1600 Spearhead Division

Avenue; Fort Knox, KY 40122-5202.

c. Officers managed by the FS Division are encouraged to submit the application copy via electronic mail to Ms. Joy Miller at usarmy.knox.hrc.mbx.opmd-fsd-psb@mail.mil. Regular mail may be forwarded to the following address: U.S. Army Human Resources Command; AHRC-OPC-P (ATTN: Ms. Joy Miller – DEPT 231); 1600 Spearhead Division Avenue; Fort Knox, KY 40122-5202.

d. Officers managed by the ARSOF are encouraged to submit the application copy via electronic mail to Mr. Jeffrey Kennedy at usarmy.knox.hrc.mbx.opmd-arsof-psb@mail.mil. Regular mail may be forwarded to the following address: U.S. Army Human Resources Command; AHRC-OPC-P (ATTN: Mr. Jeffrey Kennedy – DEPT 235); 1600 Spearhead Division Avenue; Fort Knox, KY 40122-5202.

e. Officers managed by the HS Division are encouraged to submit the application copy via electronic mail to usarmy.knox.hrc.mbx.opmd-hs-longterm-health-ed@mail.mil. Regular mail may be forwarded to the following address: U.S. Army Human Resources Command; AHRC-OPH-POH (ATTN: Ms. Sherri Farris - DEPT 270); 1600 Spearhead Division Avenue; Fort Knox, KY 40122-5202.

12. Applications must be received at the JAGC PPTO and at HRC no earlier than 1 August 2018 and not later than 1 November 2018.

13. This board will not utilize the “My Board” file application.

14. JAGC PPTO POC is Ms. Yvonne Caron, FLEP Manager, email: yvonne.m.caron2.civ@mail.mil, comm: (703) 545-2843, DSN: 865-2843.

a. HRC Operations Division POC is Mr. Gilberto Medina, Operations Division, OPMD, email: gilberto.medina.civ@mail.mil, comm: (502) 613-6033.

b. HRC OS Division POC is Ms. Robin Grega, Operations Support Division, OPMD, email: robin.l.grega.civ@mail.mil, comm: (502) 613-6679.

c. HRC FS Division POC is Ms. Joy E. Miller, Force Sustainment Division, OPMD, email: joy.e.miller.civ@mail.mil, comm: (502) 613-6191.

d. HRC ARSOF Division POC is Mr. Jeffrey Kennedy, Army Special Operations Forces Division, OPMD, email: jeffrey.d.kennedy.civ@mail.mil, comm: (502) 613-6093.

e. HRC HS Division POC is Ms. Sherri Farris, Health Services Division, OPMD, email: sherri.a.farris.civ@mail.mil, comm: (502) 613-6835.