



DEPARTMENT OF THE ARMY
UNITED STATES ARMY FINANCE AND COMPTROLLER SCHOOL
10000 LIBERTY DIVISION ROAD
FORT JACKSON, SOUTH CAROLINA 29207-7025

ATSG-FC

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Announcement of the FY 2025/2026 Defense Comptrollership Program (DCP) for Military (AC/AGR Only) Personnel

1. Applications are open for the FY 2025/2026 DCP at Syracuse University, NY, commencing May 2025. Applications with all supporting documents must be received **NLT 31 July 2024**. The selection panel will convene NLT 22 August 2024, and HRC will release the results NLT 30 September 2024. All interested personnel are encouraged to start working on their application packets NOW!

2. DCP is the Army's premier Advanced Civil Schooling opportunity for Finance and Comptroller (FC) AC/AGR officers and Noncommissioned Officers (NCO). It is not an entitlement program, however, it is an opportunity to gain competencies and become better equipped to serve the needs of the Army and DoD. The fully funded, 14-month, 60-hour graduate curriculum prepares FC leaders for complex fiscal and economic challenges at the operational and strategic levels. Students graduate with a Master of Business Administration and Executive Master of Public Administration degrees.

3. Military application packets for FC officers and NCOs (AC/AGR only) must include the following documents:

- a. Proof of having a secret clearance.
- b. A copy of applicant's undergraduate Academic Transcript (minimum 2.5 or better GPA). The transcript must be legible.
- c. Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) score sheet. **NOTE:** Applicants who earned a cumulative undergraduate GPA of 3.0 (or higher) and a successful completion of a bachelor's degree in either Engineering, Mathematics, Business Administration, Finance, Economics, or Accounting are granted a GMAT/GRE submission waiver.

(1) Minimum GMAT Score: 500

(2) Minimum GRE composite Score: 304

NOTE: Waivers for applicants who fail to meet the minimum required test score may be granted case-by-case for GMAT.

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d. A copy of applicant's most current DA Form 700 (and DA Form 5500 if required). Applicants must meet the Army Body Composition Program requirements as per AR 600-9.

e. DA Form 1618 with endorsement from battalion commander (Immediate Field Grade Commanding Officer). On this form, the battalion commander will complete the rater section. The applicant's signature on this form denotes the official Service Statement of Understanding IAW AR 621-1.

f. A second endorsement (in Memorandum for Record format) from another senior leader (MAJ/GS13 or above) will include a statement of the applicant's abilities, scholarly attitude, initiative, and aptitude for the course of study.

g. An updated Soldier Talent Profile (STP); applicants may not have more than a total of 17 years Active Federal Service (AFS) upon entry into the ACS program (ETP/Waiver required).

h. Last five OERs/NCOERs.

4. Applicant's will submit packets to the following personnel:

a. Officer Packets will be submitted to the Branch assignments officer, MAJ Thom Souza, thomas.j.souza10.mil@army.mil, 502-613-6196/DSN 312-983-6196 at

US Army Human Resources Command
ATTN: AHRC-OPMD-FSD (FM Branch -AC AO)
1600 Spearhead Division Avenue Dept #232
Fort Knox, KY 40122-5202

b. AGR packets will be submitted to the AGR Assignments Officer, MAJ Kyle Schwemmer, kyle.e.schwemmer.mil@army.mil, (502-613-6194) at:

US Army Human Resources Command
ATTN: AHRC-OPC-F (FM Branch-AGR AO)
1600 Spearhead Division Avenue
Fort Knox, KY 40122-5202

c. NCO packets will be submitted to the Talent Management NCO, SFC Jaemin Park, jaemin.park9.mil@army.mil, 502-613-5351/DSN 312-983-5351 at:

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US Army Human Resources Command
ATTN: AHRC-EPMD-FSD- (Soldier Support Branch)
1600 Spearhead Division Avenue Dept #3-3-017
Fort Knox, KY 40122-5202

5. Selection priority:

a. Officers Selection priority is for AC and AGR Finance and Comptroller (FC) Soldiers in the grades of Senior Captain (CPT) - Major (MAJ). The target YGs for Academic Year (AY) 25-26 DCP are YG 2014 through YG 2018. Officers in other YGs are welcome and encouraged to apply. Officers are required to serve in a utilization assignment immediately following the conclusion of DCP. Exceptions to the policy are for Officers in YG 2016 requesting to defer utilization to attend PME (if selected for resident).

b. Non-Commissioned Officers (NCO) selection priority is for senior Sergeant First Class (SFC), Master Sergeant (MSG), and junior Sergeants Major (SGMs). NCOs are required to serve in a utilization assignment immediately following the conclusion of DCP.

c. Personnel who have already obtained a master's degree can submit a waiver request for the DCP; however, board members will prioritize those without a master's degree. The board will not consider applicant packet's packet of personnel with a master's degree in either program (Master of Business Administration or Master of Public Administration).

d. Per AR 621-1: "Commissioned officers or warrant officers may not enroll in any full-time Army educational program to obtain a second degree at the same academic level (for example, master or baccalaureate) if the applicant obtained the first degree through one of the military Services' full-time educational programs. However, officers may be considered on a case-by-case basis for a second degree at the same level if the applicant obtained the first degree during off-duty hours before entry on AC duty or in a different academic discipline, dependent upon the needs of the Army."

6. Quantitative skills and proficiency in Microsoft Excel are critical during the program of study. Reviewing the following material may be helpful:

a. Mathematical Methods for Business and Economics by Edward Dowling

b. Financial Accounting: A Management Perspective (interactive computer software).

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c. Visit MBA.com website for supplementary quantitative skills and statistics training materials.

7. Selected military personnel will incur a three-for-one additional service obligation for participation in the program with a minimum of 36 months in a follow-on comptrollership position or utilization tour. Sergeants Major nominated and selected to participate may defer their utilization tour due to their selection on a CSL board.

8. Military personnel movement to Syracuse, New York is a permanent change of station. Applicants must be prepared to report NLT 10 May 2025.

9. Point of Contact for this memorandum is FCS Proponent, Ms. Anita Boone at 803-751-8651 or anita.r.boone.civ@army.mil.

MICHELLE M. WILLIAMS
COL, FC
Commandant

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7th Infantry Division, G8
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25th Infantry Division, G8
82nd Airborne Division, G8
101st Airborne Division, G8
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106th Finance Battalion

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18th Finance Battalion

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