

INTERIM GUIDANCE ON THE IMPLEMENTATION OF THE SKILLBRIDGE PROGRAM

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SUBJ/INTERIM GUIDANCE ON THE IMPLEMENTATION OF THE SKILLBRIDGE PROGRAM//

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AMPN/REF A IS DODI 1322.29, JOB TRAINING, EMPLOYMENT, SKILLS TRAINING, APPRENTICESHIPS, AND INTERNSHIPS. REF B IS NAVMC 1700.2, MARINE CORPS SKILLBRIDGE EMPLOYMENT TRAINING PROGRAM. REF C IS MCO 1050.3J, REGULATIONS FOR LEAVE, LIBERTY, AND ADMINISTRATIVE ABSENCE. REF D IS THE MARINE CORPS MANUAL W/CH 1-3.//

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GENTEXT/REMARKS/

1. The purpose of this MARADMIN is to announce forthcoming changes to reference (b) and to provide interim guidance pending the publication of a SkillBridge Order.

2. Background. SkillBridge is intended to facilitate service members' transition into the civilian workforce by providing an opportunity to gain industry training and experience. From FY21 to FY24, the service conservatively estimates more than 3,400 years of manpower were provided external to the Marine Corps. With the availability of this opportunity and other resources that support transition from uniformed service, Manpower and Reserve Affairs reviewed the impacts to unit readiness and updated the parameters of the program. The update balances transition support and force readiness. Skillbridge authorization is at the commander's discretion; it is not a service members' entitlement. Participation is prioritized for those who require additional transition assistance. The impact on the command and needs of the service must be considered and prioritized, and readiness to the force remains paramount.

3. Policy changes.

3.a. Timeline/Duration. The three-category system prescribes the maximum number of days Marines may participate in SkillBridge prior to their separation/retirement/end of active service (EAS). Category I Marines transitioning from the Service are the principal audience for SkillBridge, and additional time within the program maximizes their opportunities for success post-Marine Corps.

Categories	Rank	Days
Category I	E1-E5	Up to 120 days
Category II	E6-E7, WO-CW03, and O1-O4	Up to 90 days
Category III	E8-E9, CW04-CW05, O5 and above	Up to 90 days

3.b. Leave and Permissive Temporary Additional Duty (PTAD). PTAD or leave in conjunction with SkillBridge is authorized. However, the combined period of absence from duties must fall within the three category timeline/duration limits. If used in conjunction, all authorized PTAD (e.g. Transition PTAD and Skillbridge PTAD) must be executed prior to any authorized leave (e.g. Terminal leave). Additionally, while the Marine is participating in the Skillbridge program, they will only be reported on PTAD (Other) pending future updates to reference (c). Marines are not authorized to extend obligated service to complete the SkillBridge program. Participation in SkillBridge may extend beyond a Marine's time in service but at the expense of the member. The PTAD administrative absence status is limited to SkillBridge participation only. During SkillBridge

participation, Marines are subject to the UCMJ and Commanders are required to establish detailed accountability protocols. Industry partners do not have the authority to grant Marines absences that fall within leave or out of bounds parameters. Marine Commanders retain that authority, and such requests must be routed via the chain of command, which requires the appropriate change in absence status i.e., leave vice PTAD.

3.c. Approvals and authority. Commanders at the grade of Lieutenant Colonel and above, as defined by reference (c), are designated as the approval authority for Categories I and II. General Officers are designated as the approval authority for Category III, and Category III participation cannot result in a gapped billet. Marines serving within joint organizations/commands are required to obtain an O6 level endorsement from their operational chain of command as a supplement to the application requirements outlined in reference (d). Final approval authority for all joint Marine applicants is their appropriate (based on category) administrative Marine Commander.

4. Eligibility and Applications.

4.a. SkillBridge program eligibility parameters remain unchanged, per reference (b).

4.b. Marines navigating the Integrated Disability Evaluation System (IDES) remain eligible for SkillBridge participation under the special considerations section of reference (b).

Commanders must consider the Marine's case and only authorize SkillBridge participation if they assess the Marine will separate within 180 days. Commanders must address the special consideration criteria within their final approval letter, and authorize participation based on the Marine's appropriate category assignment.

4.c. Successful SkillBridge participation begins with a direct tie in with the servicing SkillBridge office. Installation SkillBridge coordinators are in place to guide, direct, and advise both Marines and commands on SkillBridge protocols. The Navy College Management Information System (NCMIS) is the Marine Corps' SkillBridge system of record.

NCMIS utilization is required per reference (b) and Marines can initiate an application up to 365 days from their EAS. For joint applicants, servicing SkillBridge offices are often collocated with your approving Commander or administrative chain of command. A list of servicing centers can be found at the following Marine Corps Community Services webpage: <https://www.usmc-mccs.org/>.

5. Effective Date. Above changes go into effect on 31 August 2024. SkillBridge participation packages approved prior to the effective date shall be governed by reference (b).

6. This MARADMIN is applicable to Active Component and eligible Reserve Component Marines on Active Duty.

7. A Marine Corps Order will be released to codify these changes.

8. Release authorized by Lieutenant General James F. Glynn, Deputy Commandant for Manpower and Reserve Affairs.//