

E7. ENCLOSURE 7

ACQUISITION CORPS ELIGIBILITY CRITERIA<sup>1,2</sup>

**EDUCATION, SATISFY BOTH THE DEGREE AND COURSEWORK REQUIREMENTS:**

- Degree, one of the following:
  - Baccalaureate degree from an accredited<sup>3</sup> educational institution, or
  - Possess significant potential for advancement to levels of greater responsibility and authority, based on demonstrated analytical and decision-making capabilities, job performance, and qualifying experience, as determined by the CAE according to criteria approved by the AT&L Workforce Senior Steering Board.<sup>4</sup>
  
- Coursework,<sup>5</sup> one of the following:
  - 24 semester credit hours<sup>6</sup> from among the following disciplines: *accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management*; or
  - Both of the following:
    - 24 semester credit hours<sup>3</sup> in the person's AT&L career field, and
    - One of the following:
      - 12 semester credit hours<sup>3</sup> in the disciplines listed above in italics, or
      - Training equivalent to 12 semester credit hours in the disciplines listed above in italics.<sup>6</sup>

**EXPERIENCE:**

- 4 years of service in an AT&L position either in the DoD or in a comparable position in industry or government.

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<sup>1</sup>  Mandatory criterion     Option for meeting a mandatory criterion.

<sup>2</sup> The CAE may establish mobility requirements to meet their workforce management and career development needs and may require Acquisition Corps members to sign mobility agreements according to reference (i).

<sup>3</sup> Degrees and credit hours must be from an institution of higher education that is accredited by a regional agency which is approved by the Secretary of Education to grant accreditation. Quarter- or trimester-hours must be converted to semester hours.

<sup>4</sup> Applicant must submit qualifying evidence for evaluation.

<sup>5</sup> The coursework requirement is not applicable to any DoD employee who, on October 1, 1991, has at least 10 years of experience in acquisition positions in DoD or in comparable positions in other government agencies or the private sector.

<sup>6</sup> Equivalency is determined by the conversions of training courses to credit hours that are recommended by the American Council on Education.

**CERTIFICATION LEVEL:**

- DoD civilian or military – certified at AT&L career level II or above.
- Individual from outside DoD selected for a critical acquisition position – qualified for certification at AT&L career level II or above.<sup>7</sup>

**OTHER:**

- Eligible for selection to a Critical Acquisition Position as addressed in the Desk Guide for AT&L Workforce Career Management.
- Satisfy any additional requirements<sup>88</sup> prescribed by the Military Department or DoD Component and approved by the AT&L Senior Steering Board.

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<sup>7</sup> Individual must submit qualifying evidence for evaluation. Certification requirements are published in the DAU Catalog.

<sup>8</sup> See footnote 2 above. An agreement to accept geographic mobility is among the additional requirements that may be applied.