

MCRC FROST CALL 022-20 DATED 10 FEBRUARY 2020

From: Commanding General, Marine Corps Recruiting Command

Subj: FISCAL YEARS 2020-21 POST-BAR EXAMINATION AND PRE-THE BASIC SCHOOL INTERNSHIP INITIATIVES AND REQUESTS FOR ORDERS TO THE BASIC SCHOOL

Ref: (a) MCRCO 1131.1
(b) Volume II: Guidebook for Officer Selection Officers, 2016 Edition
(c) Joint Travel Regulations (JTR)
(d) 10 U.S.C. § 1074
(e) MCO 1001.59A
(f) MCO 6100.13A

Encl: (1) Template for Post-Bar Examination Internship Request
(2) Template for Pre-TBS Internship Request and Request for Orders to TBS
(3) Permissive Temporary Additional Duty Addendum to Platoon Leaders Class-Law Service Agreement
(4) Template for Officer Selection Officer Endorsement for a Post-Bar Examination Internship Request
(5) Template for Officer Selection Officer Endorsement on Request for Orders to TBS (with or without a Pre-TBS Internship Request)
(6) Template for Submission of Final Law School Transcript
(7) Template for Submission of Law License

1. Purpose. To publish submission procedures for officers in the Platoon Leaders Course(PLC)-Law Program who are applying for the following:

- a. Post-Bar Examination Internship.
- b. Pre-The Basic School (TBS) Internship.
- c. Orders to TBS, either alone or in conjunction with Post-Bar and/or Pre-TBS internship requests.

2. Background

a. Reference (a) establishes the Post-Bar Examination Internship and the Pre-TBS Internship Initiatives. Reference (b) establishes the Deputy Staff Judge Advocate (Deputy SJA), Marine Corps Recruiting Command (MCRC) as the PLC-Law Program Manager.

b. These initiatives provide PLC-Law Officers with practical experience and on-the-job training following completion of a bar examination and prior to their execution of orders to TBS, and assists with recruiting other PLC-Law applicants.

c. Requests. All PLC-Law Officers in their third year of law school must submit a request for orders (RFO) to attend TBS and are encouraged to apply for both Post-Bar and Pre-TBS Internships in conjunction with their RFO to TBS.

d. Assignment Locations. MCRC will assign PLC-Law Officers who are offered an internship to one of several Marine Corps bases or stations within the continental United States. MCRC will consider several factors when determining assignment locations, to include available funding, the needs of the Marine Corps, geographic proximity to an officer's law school or home of record, and the officer's submitted preferences.

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3. Information

a. Eligibility. To apply for a Post-Bar Examination Internship and/or a Pre-TBS Internship, PLC-Law Officers must be in their final year of law school or have graduated from law school, and have taken or are scheduled to take the first scheduled bar examination in a state of their choosing or the District of Columbia.

(1) Post-Bar Examination Internship. Prior to reporting for a Post-Bar Examination Internship, PLC-Law Officers must have successfully graduated from law school and taken the first scheduled bar examination in a state of their choosing or the District of Columbia.

(2) Pre-TBS Internship. PLC-Law Officers are eligible for a Pre-TBS Internship after they have passed the bar examination and obtained a license to practice law in any state or the District of Columbia.

b. Procedures

(1) Post-Bar Examination Internship

(a) PLC-Law Officers are encouraged to submit a Post-Bar Examination Internship request, enclosure (1), to the PLC-Law Program Manager, Officer Programs (OP), MCRC via their Officer Selection Officer (OSO) and Marine Corps District (MCD) by **Friday, 15 May 2020**, with the understanding that applicants must submit their final law school transcript to PLC Law Manager either with their request (law graduates) or following the release of their final semester grades (law students). Requests submitted after Friday, 15 May 2020, will be considered on a rolling basis. Enclosure (6) contains a template for final law school transcript submission. The PLC Law Manager will not approve a PLC-Law Officer's Post-Bar Examination Internship request prior to receiving their final law school transcript.

(b) The number of available Post-Bar Examination Internship assignments is dependent on MCRC funding. Although funds are limited for this internship, eligible officers are encouraged to submit applications. The selection process for Post-Bar Examination Internship applicants is highly competitive and all requests will be evaluated based upon funding, the needs of the Marine Corps, prior internship opportunities, law school grade point average (GPA), personal statement, timeliness, and completeness of request submission. It is imperative that PLC-Law Officers are prepared to take on alternative means of financial support for the period prior to becoming eligible for the Pre-TBS Internship.

(c) Post-Bar Examination Internship orders may be issued in two sets, one for fiscal year 2020 (FY20) and the other for FY21. FY20 orders will end no later than 30 September 2020. FY21 orders will begin on 1 October 2020 and will normally end when a PLC-Law Officer is licensed to practice law. Orders may end earlier based on available funding. PLC-Law Officers must submit a PRE-TBS Internship request simultaneously with their Post-Bar Examination Internship request if they desire to remain on orders following licensing.

(d) Post-Bar Examination Internship orders will be terminated if the PLC-Law Officer fails the bar examination.

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(2) Pre-TBS Internship

(a) PLC-Law Officers are encouraged to submit a Pre-TBS Internship request, enclosure (2), to OP, MCRC via their OSO and MCD by **Friday, 15 May 2020**, with the understanding that applicants must submit their final law school transcript to the PLC Law Manager via their OSO. Requests submitted after Friday, 15 May 2020, will be considered on a rolling basis. The PLC-Law Manager will not approve a PLC-Law Officer's Pre-TBS Internship request prior to receiving their final law school transcript, and a copy of their license to practice law.

(b) All requests will be considered based upon available funding, the needs of the Marine Corps, prior internship opportunities, law school Grade Point Average, and personal statement.

(c) PLC-Law Officers must include in their Pre-TBS Internship request an addendum to their service agreement, enclosure (3), stating that they agree that time served on active duty Permissive Temporary Additional Duty (PTAD) will not count towards their pre-existing contractual active duty military service obligation.

(d) PTAD orders for PLC-Law Officers selected for Pre-TBS Internships will be written in conjunction with those officers' permanent change of station (PCS) orders to TBS and distributed within thirty days of the officers' scheduled report date. PLC-Law Officers executing PTAD orders in conjunction with their PCS orders to TBS will be accessed to active duty as of the date they are ordered to their Pre-TBS Internship assignment.

(e) PTAD orders are issued at no expense to the government. Therefore, travel and per diem are not authorized for the PTAD portion of a PLC-Law Officer's orders. Pursuant to reference (c), PLC-Law Officers are authorized reimbursement for travel from their home of record to TBS following completion of a Pre-TBS Internship.

(f) During the execution of PTAD orders, PLC-Law Officers are in the accession pipeline. Accessing officers who do not have dependents rate Basic Allowance for Housing, Transit (BAH-T). The 2020 BAH-T rate for a second lieutenant is \$783.60, and for a first lieutenant is \$912.90. Officers who have dependents rate BAH with dependents based upon the location of the dependents. PLC-Law Officers may view BAH rates at <http://www.defensetravel.dod.mil/site/bah.cfm>.

(g) Prior to the officer's assignment to either a Pre-TBS Internship or to TBS, the officer must submit a copy of his or her license to practice law and a final law school transcript to the PLC-Law Manager via the their OSO. Enclosure (6) and (7) contain templates for final law school transcript and law license submissions, respectively.

(3) RFO to TBS. Regardless of whether they choose to request a Post-Bar and/or Pre-TBS Internship, PLC-Law Officers must submit a RFO to TBS to OP, MCRC. Those officers applying for a Pre-TBS Internship may submit the RFO to TBS simultaneously using the template found in enclosure (2). Those officers not applying for a Pre-TBS Internship should also use enclosure (2) as a template for the RFO to TBS, but must ensure they remove all language referring to the Pre-TBS Internship. PLC-Law Officers must submit a RFO to TBS to OP, MCRC via their OSO and MCD **NLT Friday, 15 May 2020**.

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c. Medical

(1) Pursuant to reference (d), PLC-Law Officers in the Individual Ready Reserve (IRR) rate full TRICARE coverage for themselves, but not for their dependents, prior to their first period of active duty over thirty days. PLC-Law Officers on Post-Bar Examination Internship orders over thirty days will rate full TRICARE coverage for themselves and their dependents during the duration of the orders. Upon completion of Post-Bar Examination Internship orders, PLC-Law Officers will no longer rate individual TRICARE coverage while in the Individual Ready Reserve under the current Department of Defense guidance interpreting reference (d). PLC-Law Officers will rate full TRICARE coverage for themselves and their dependents during any subsequent period of active duty.

(2) In accordance with reference (e), if not otherwise complete, within ten days of the commencement of Post-Bar Examination Internship orders PLC-Law Officers must complete a Preliminary Health Assessment or another acceptable form of approved medical documentation.

d. Physical Fitness. In accordance with reference (f), PLC-Law Officers activated on orders for an internship are required to comply with the active component annual Physical Fitness Test and Combat Fitness Test requirements.

e. Transportation. Rental cars will not be authorized for the duration of the Post-Bar Examination Internship. Rental cars will not be authorized for travel to the Pre-TBS Internship location or to TBS. PLC-Law Officers are not to begin traveling to their expected Post-Bar Examination Internship location, Pre-TBS Internship location, or TBS in advance of receipt of their orders.

4. Action

a. Officer Programs, MCRC

(1) Issue orders to PLC-Law Officers who are selected for Pre-TBS Internships, and issue orders to TBS for PLC-Law Officers not selected for or who did not request a Pre-TBS Internship.

(2) Ensure that all PLC-Law Officers authorized for Post-Bar Examination and Pre-TBS Internships have accurate component codes, and that transfer entries are run to the correct Reporting Unit Code (RUC).

(3) Monitor and ensure that all PLC-Law Officers whose internship orders end or are terminated, are returned to the correct RUC.

(4) Ensure that all PLC-Law Officers' signed service agreement addenda are included in their Official Military Personnel File.

(5) Assist with orders and travel claims as needed.

b. PLC-Law Program Manager, MCRC

(1) Receive applications for Post-Bar Examination Internships, Pre-TBS Internships, and RFOs to TBS, from the Districts.

(2) Select participants and assign them to Post-Bar Examination and Pre-TBS Internship locations. Notify OP, MCRC of the PLC-Law Officers selected for internships.

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(3) Write the orders for the PLC-Law Officers' Post-Bar Examination Internship assignments, and ensure their receipt.

(4) Review PLC-Law Officers' RFOs to TBS, and recommend to OP, MCRC a TBS class assignment.

(5) Assist OP, MCRC in the completion of its specified tasks.

c. Eastern and Western Recruiting Regions. Ensure that all eligible PLC-Law Officers are notified of the contents of this Fast Response on Short Transmission (FROST) Call.

d. District Commanders

(1) Ensure that all OSOs notify PLC-Law Officers of the information contained in this FROST Call, and provide assistance to eligible PLC-Law Officers.

(2) Ensure that all OSOs endorse and forward all internship requests and RFOs to OP, MCRC via their MCD. **Within one week after receipt**, endorse the internship requests and RFOs to TBS, and forward them to the PLC-Law Manager, MCRC.

e. OSOs

(1) Ensure PLC-Law Officers are notified of the information contained in this FROST call, and provide assistance to eligible PLC-Law Officers applying for internships.

(2) Ensure PLC-Law Officers submit their RFOs to TBS.

(3) Ensure PLC-Law Officers properly complete their requests, and are submitted to OP, MCRC via their respective OSO and MCD.

(4) **Within one week after receipt**, endorse the internship requests and RFOs to TBS, and forward them to OP, MCRC via their respective MCD. See enclosures (4), (5), and (7) for endorsement templates.

f. PLC-Law Officers

(1) Post-Bar Internship and/or Pre-TBS Internship requests, if desired, are encouraged to be submitted to OP, MCRC via their OSO and MCD by **Friday, 15 May 2020**. See enclosures (1) and (2) for request templates. RFO to TBS must be submitted to PLC-Law Manager via their OSO and MCD **NLT Friday, 15 May 2020**. See enclosure (2) for request template. Officers should note that they must make all necessary changes to enclosures (1) and (2) before submitting their requests, including providing all required information and removing all highlighting.

(a) Provide a current law school transcript, with the understanding that applicants must submit their final law school transcript to PLC-Law Manager via their OSO, either with their request (law graduates) or following the release of their final semester grades (law students). Enclosure (6) contains a template for final law school transcript submission. OP, MCRC will not approve internship requests or issue orders to TBS before receipt of their final law school transcript.

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(b) Provide a personal statement explaining reasons for requesting a summer internship, and any other factors believed important to selection and subsequent assignment to a particular duty station if one is requested.

(c) If requesting a Pre-TBS Internship, include in the request an addendum to the service agreement, enclosure (3), acknowledging that time served on active duty PTAD will not count towards their pre-existing contractual active duty military service obligation.

(2) If selected for an internship, acknowledge receipt of orders and advise your OSO prior to reporting to your internship base or station.

(3) PLC-Law Officers who successfully pass the bar examination on their first or second attempt, or whose state exempts them from the requirement of taking the bar examination, must obtain their license to practice law as soon as possible and submit a copy of it to the PLC-Law Manager via their OSO, using the template in enclosure (7). PLC-Law Manager must have a copy of an officer's license to practice law before Pre-TBS Internship orders or orders to TBS will be issued.

(4) PLC-Law Officers on Post-Bar Examination Internship orders who receive notification that they failed the bar examination, must immediately notify the PLC-Law Manager and will have their orders terminated. See reference (a) for more information regarding failure to pass the bar examination.

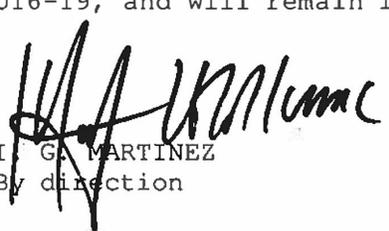
(5) PLC-Law Officers submitting an RFO to TBS without requesting a Pre-TBS Internship must make the necessary deletions from enclosure (2) prior to submission.

(6) PLC-Law Officers not selected for an internship or who did not request an internship, acknowledge receipt of orders to TBS.

5. MCRC will review and select Post-Bar Examination Internship participants no earlier than 22 May 2020, and after receipt of their final law school transcript. MCRC will review and select Pre-TBS Internship participants no earlier than 22 May 2020, and after receipt of their final law school transcript and law license. PLC-Law Officers not selected for or who did not request an internship(s), will be assigned to TBS classes no earlier than 22 May 2020, and after receipt of their final law school transcript and law license.

6. The point of contact is the PLC-Law Program Manager, MCRC, Captain Geoffrey L. Irving, USMC, and Corporal Benjamin T. Ndefru, USMC, both can be reached by telephone at (703) 432-9262 or by e-mail at Geoffrey.Irving@marines.usmc.mil and benjamin.ndefru@marines.usmc.mil.

7. This FROST Call cancels FROST Call 016-19, and will remain in effect until further notice.


I. G. MARTINEZ
By direction