

South Carolina Army National Guard Regional Training Institute  
2<sup>nd</sup> Battalion Officer Candidate School  
Palmetto Military Academy  
5411 Leesburg Road  
Eastover, South Carolina 29044-9732

NGSC-LDR-OCS-CDR

15 November 2017

MEMORANDUM FOR Palmetto Military Academy (PMA) applicants

SUBJECT: Officer Candidate School (OCS) Application Process for PMA Class 70

1. Thank you for your interest in attending the Palmetto Military Academy (PMA), the Officer Candidate School (OCS) for the South Carolina Army National Guard. This program is one of the most challenging and rewarding experiences you will have during your military career.
2. Request a list of pre-requisite documents necessary for the application process from CPT Matthew Conley at (803) 667-2032 or matthew.a.conley8.mil@mail.mil. You can access and print most of these documents from your iPERMS file. This file can be accessed through your AKO account or through your unit S1. I recommend you work directly with your unit to ensure your commander is informed of your status throughout the application process. Once your packet is completed, you will submit it to our staff.
3. All interested candidates should attend our major recruiting event, Operation Palmetto Warrior (OPW). OPW will be conducted February 10-11 2018 in the multipurpose room of Building 3800 at McCrady Training Center (5411 Leesburg Road, Eastover, SC 29044). Registration begins at 0800 and the program begins promptly at 0900. This is your opportunity to meet the staff, gather additional information, and receive a briefing on the expectations of Officer Candidates attending PMA. Soldiers must work with your parent unit in order to split-train for February drill, or be placed on some type of orders/RMA.
4. The next step is where potential candidates are identified, application packets are submitted, and qualified Soldiers are interviewed by a panel of PMA staff officers. We will begin conducting interviews on 10 March 2018 in the 2<sup>nd</sup> Battalion area of Building 3800 at McCrady Training Center. We will continue to interview prospective candidates up until 30 April 2018 as this is the cutoff date for Class 70. Once accepted, Soldiers will be promoted to E-6 (Officer Candidate) effective 1 May 2017, and will retain that rank as long as they are enrolled in the program.
5. While it is not mandatory, I strongly recommend you attend all Pre-OCS Training at McCrady Training Center (3 IDT drill weekends in 2018: 10-11 March 2018, 21-22 April 2018). **The 5-6 May pre-OCS drill is MANDATORY for all prospective OCS candidates.** This portion is a "gentleman's course"....very relaxed, no stress environment. During Pre-OCS you will receive training on Map Reading, Land Navigation, Drill and Ceremony, the PMA Standard Operating Procedures, Physical Fitness, and refresher training on additional topics in order to prepare you for Phase I. During the May Pre-OCS IDT weekend, you will take a mandatory record APFT. You must pass this APFT with a minimum of 60 points in each event to be accepted into PMA (preference is given to those candidates scoring 250+).
6. You must submit an accurate and complete application packet for attendance at PMA. One significant part of this packet is your autobiography. You should take the time to sincerely compose this document as it will be reviewed prior to your appearance before the PMA selection board. During the board interview, you will be asked about the fundamental reasons why you want to lead Soldiers. Our decision regarding your acceptance at PMA will be largely based on your answers to these questions.
7. Many items go into your packet. But, the BIG TICKET REQUIREMENTS include:
  - a. Must commission prior to 42<sup>nd</sup> Birthday (no waivers authorized)

- b. GT score of 110+ on ASVAB
- c. Must possess an at least an interim SECRET Security Clearance prior to start of Phase I
- d. OFFICIAL COLLEGE TRANSCRIPTS showing 90 college credits
- e. CHAPTER 2 COMMISSIONING PHYSICAL (dated within 24 months of commissioning date)
- f. NGB approved Civil Conviction Waiver (if applicable)
- g. Passing APFT score within 30 days prior to starting Phase I
- h. Commanders' Recommendation

8. There are two options for OCS (Accelerated or Traditional). Accelerated is much more competitive as we have limited slots for the Winter Program and the Summer Program.

**a. ACCELERATED OCS:** There are two 8 week Accelerated OCS Classes conducted each year at Fort McClellan, Alabama. Accelerated OCS consists of the same 3 Phase training requirements listed below, but the training is condensed into 8 continuous weeks. Accelerated OCS is generally designed for candidates (1) nearing the age limit, or (2) those with circumstances that would require them to complete all 3 phases in one 8 week session.

**MAJOR CONSIDERATIONS FOR ACCELERATED OCS PROGRAM:**

- (1) Applicant would not be able to attend the Traditional PMA program due to college, pending deployment, or other extenuating circumstances
- (2) An immediate need for specific skills or credentials possessed by an applicant
- (3) Applicant must demonstrate a high potential of successfully leading Soldiers
  - a. Demonstrated by previously held leadership positions such as non-commissioned officer, former ROTC Cadet, former Military Academy Cadet, etc...
  - b. Current commander's recommendation
- (4) Must successfully complete the following during the May or October IDT weekend:
  - a. Record APFT with minimum score of 250 (less than 16:00 run time)
  - b. Complete 9 mile Ruck March in under 153 minutes with full combat load & 30 lb ruck
- (5) Must pass interview with PMA Selection Board
  - a. Applicants deemed qualified by the board will be placed on an order of merit list, with acceptance limited to 10% of the total enrolling for Traditional OCS Phase I
  - b. Typically there 5 slots for Summer Acc and 5 slots for Winter Acc
- (6) Must pass interview with PMA Commandant
  - a. PMA Commandant is the final approval authority on all applicants for Acc OCS
  - b. Priority will go to applicants nearing the age cut-off

**b. TRADITIONAL OCS (PMA):**

(1) Phase I OCS is two weeks of annual training at McCrady Training Center. This is a highly stressful, very intense two weeks that focuses on Motivation, Leadership Development, D&C, PT, Training Management, and Land Navigation.

(2) Phase II OCS is 14 IDT drill weekends. This training focuses on Leadership Development, D&C, PT, Field Leadership, Troop Leading Procedures, Operations Orders, as well as many other topics.

(3) Phase III OCS is the final two weeks conducted during late July/early August 2019 at Fort McClellan, AL. This is the culmination of your training and is primarily conducted in a field environment.

9. Upon successful completion of all three phases of OCS, Officer Candidates are commissioned as Second Lieutenants, assigned a specific Branch, and then must attend their Branch Qualification Course [Basic Officer Leadership Course--(BOLC-B)] which is 16-20 weeks in length.

10. Pre-OCS Training begins 10 March 2018 at McCrady Training Center: Report time is 0730 in ACU uniform. Formation will be on the rear drill pad behind Bldg 3800. MSG Larry Drayton is the POC [lardrayton@aol.com](mailto:lardrayton@aol.com) (cell phone: 803-608-6696). Bring as much of your completed packet as possible as well as all of the items you have from the Phase I packing list (see website). We will conduct a show-down inspection to determine what items you are missing.

- a. Bring summer and winter PT uniform as we will be taking a diagnostic PT test Sunday morning.
- b. If you want to come in on Friday night, you can stay in the 700 wing of Bldg 3800.
- c. NO requirement to stay overnight on Saturday for the March or April drill, but plan to stay overnight beginning in May.

11. If you decide this is something you want to pursue, we will need to get some additional information from you in order to start the process. Please email me with the following information:

- > > > Full Name:
- > > > Date of Birth:
- > > > Height:
- > > > Weight:
- > > > Address:
- > > > How long at that address:
- > > > Daytime phone number:
- > > > MOS:
- > > > Rank:
- > > > Security Clearance Level/Date:
- > > > Prior Service Start Date (Month / Year):
- > > > Prior Service End Date (Month / Year):
- > > > Highest Level of Education:
- > > > Main reason for attending OCS:

12. Point of contact for this memorandum is CPT Matthew Conley at 803-667-2032 or matthew.a.conley8.mil@mail.mil. Best wishes in this process, and I look forward to seeing you at PMA.

//original signed//  
HARDY L. PASHCAL  
LTC, IN, SCARNG  
PMA Commandant