



New York Naval Militia

How to Join the New York Naval Militia

If you are interested in becoming a member of the New York Naval Militia, you must meet eligibility requirements. Prior to submitting an application, please determine your eligibility by ensuring you meet the below criteria.

Please note, standards for affiliation can be found in the following directives by visiting our website at <http://dmna.ny.gov/nynm/>, clicking on the Forms/Instructions tab on the left, and finding the following instructions:

- Administrative requirements: NYNMINST 1001.1 (series)
- Grooming and uniform requirements: NYNMINST 1020.1 (series)
- Physical and medical requirements: NYNMINST 6110.1 (series)
- Billet requirements: NYNMINST 5320.1 (series)

Basic Eligibility for Membership:

Basic eligibility criteria for membership in the New York Naval Militia include:

- a. **Age:** 18 – 67 years.
- b. **Citizenship:**
 - Enlisted: United States citizen, or applicants who have made a declaration of intent to become citizen of the United States.
 - Commissioned officers & warrant officers: United States citizen.
- c. **Residency:** All members of the New York Naval Militia must be legal residents of New York State, or be a drilling reservist whose primary drilling location is located within New York State. Any non-drilling member who subsequently changes their legal residence to a location outside of New York State is no longer eligible for membership in the New York Naval Militia.
- d. **Education:** Enlisted and warrant officer: High school graduate or graduate equivalency diploma (GED).
- e. **Medical:** Maintain standards of medical fitness in accordance with Department of the Navy (Navy or Marine Corps) or Department of Homeland Security (Coast Guard) regulations. Criteria for persons that are not members of the Ready Reserve shall be in accordance with regulations established for the New York Naval Militia.

Disqualification for Membership:

In all instances, members of the New York Naval Militia agree to abide by the laws and regulations set forth by the State of New York, its agencies, and representatives.

- Any person who has a felony conviction, is under arrest, or is under charges for a felony offense is not eligible for membership.
- Any person that has been dismissed or other-than-honorably discharged from the State Organized Militia or the US Navy, US Marine Corps, or the US Coast Guard is not eligible for membership.
- The Commander, New York Naval Militia may terminate an existing membership or contract for any enlisted person convicted, dismissed, or discharged as stated above. Only the Governor of the State of New York can terminate an officer's appointment.

Submitting applications and supporting documentation to Naval Militia headquarters:

All documentation related to applying for the Naval Militia must be submitted together, incomplete applications will not be accepted or processed. Applications can be sent electronically via email to: Elizabeth.C.Cummings3.NFG@Mail.Mil, via fax to (518)786-4427, or mailed to: New York Naval Militia Headquarters 330 Old Niskayuna Rd Latham, NY 12110. **If sending electronically, please send in PDF (preferred) or JPEG format and not through websites such as Google drive as they will be blocked and documents will be inaccessible.**

1) If you are a Drilling Reservist:

For New York State residents that are drilling Reservists of the United States Navy, Marine Corps, or Coast Guard, you are welcome and encouraged to affiliate by following the instructions below.

For drilling Reservists of the U.S. Navy, Marine Corps, or Coast Guard, who do not reside in New York State, you are also eligible for membership as long as your primary drilling location is in New York State. If your primary drilling location subsequently changes to another state, you are no longer eligible for membership.

- a. **Enlisted:** Visit our website at <http://dmna.ny.gov/nynm/>, click on the Forms/Instructions tab on the left, and find *NYNM Form 100C ERA*. This is the application packet you will need to fill out completely as an Enlisted Drilling Reservist. Ensure that you sign the Privacy Advisory Statement (page 2) and the Oath of Enlistment (page 4). Once submitted to Naval Militia Headquarters, the Certificate of Enlistment will be filled out by headquarters staff and filed in your record. You must include your full, valid Social Security Number (SSN) on the application. Without a SSN, you are ineligible for Naval Militia membership. Applications with unanswered questions will not be processed, if something does not apply to you please fill in N/A. This application includes:
 - NYNM Form 100A - Application for Enlistment (enlisted)
 - NYNM Form 100B - Oath of Enlistment
 - NYNM Form 1070C – Civilian-Military Skills Questionnaire
- b. **Officer:** Visit our website at <http://dmna.ny.gov/nynm/>, click on the Forms/Instructions tab on the left, and find *NYNM Form 101C ORA*. This is the application packet you will need to fill out completely as an Officer Drilling Reservist. Ensure that you sign the Privacy Advisory Statement (page 2) and the Oath of Commissioning (page 4). Once submitted to Naval Militia Headquarters, the Certificate of Commission will be filled out by headquarters staff and filed in your record. You must include your full, valid Social Security Number (SSN) on the application. Without a SSN, you are ineligible for Naval Militia membership. Applications with unanswered questions will not be processed, if something does not apply to you please fill in N/A. This application includes:
 - NYNM Form 101A – Nomination for Commission (officer)
 - NYNM Form 101B - Oath of Commissioning
 - NYNM Form 1070C – Civilian-Military Skills Questionnaire

As a drilling reservist, you must provide the following supporting documentation along with the application packet mentioned above:

- Most recent LES - Leave and Earnings Statement. This document establishes your federal Pay Entry Base Date (PEBD) and verifies your pay grade amongst other things needed to set your pay rate. This document can be found on MyPay. If an LES with your current pay grade is not available, we may accept NAVPERS 1421/7, NAVPERS 1430 series, or DD 216 MC in addition to your most recent LES to establish your date of rank (DOR).
- Copies of any/all DD-214's you have (must include RE code). As a drilling reservist, these are requested, *not* required.
- Copy of your valid Driver License. Personnel driving a New York State-owned vehicle *must* have a valid driver license.

2) **If you are NOT a Drilling Reservist:** (including veterans, retirees, or IRR)

For New York State residents who are veterans or retirees of the U.S. Navy, Marine Corps, or Coast Guard (including Reserves), you may be eligible for membership. However, affiliation is based on the needs of the Naval Militia. You must have an acceptable RE-code on your DD 214 and meet the moral, physical, and education requirements for membership.

Personnel submitting applications to affiliate with the New York Naval Militia who are not currently members of the Federal Reserve components will be reviewed by the Commander of the New York Naval Militia. The Commander will determine if the member is eligible to affiliate with the New York Naval Militia and if so, assign a rating or community, and accession pay-grade. In general, personnel will not be affiliated with the Marine Corps component (unless they are prior service U.S. Marines) and personnel will not be affiliated with the Coast Guard component (unless they have prior U.S. Coast Guard service).

- a. **Enlisted:** Visit our website at <http://dmna.ny.gov/nynm/>, click on the Forms/Instructions tab on the left, and find *NYNM Form 102C ENDA*. This is the application packet you will need to fill out completely as a prior service enlisted member. Ensure that you sign the Privacy Advisory Statement (page 2) and the Oath of Enlistment (page 4). Once submitted to Naval Militia Headquarters, the Certificate of Enlistment will be filled out by headquarters staff and filed in your record. You must include your full, valid Social Security Number (SSN) on the application. Without a SSN, you are ineligible for Naval Militia membership. Applications with unanswered questions will not be processed, if something does not apply to you please fill in N/A. This application includes:
 - o NYNM Form 100A - Application for Enlistment (prior service - enlisted)
 - o NYNM Form 100B - Oath of Enlistment
 - o NYNM Form 1070C - Civilian-Military Skills Questionnaire
 - o NYNM Form 88 - Report of Medical Exam
 - o NYNM Form 93 - Report of Medical History
- b. **Officer:** Visit our website at <http://dmna.ny.gov/nynm/>, click on the Forms/Instructions tab on the left, and find *NYNM Form 103C ONDA*. This is the application packet you will need to fill out completely as a prior service officer. Ensure that you sign the Privacy Advisory Statement (page 2) and the Oath of Commissioning (page 4). Once submitted to Naval Militia Headquarters, the Certificate of Commissioning will be filled out by headquarters staff and filed in your record. You must include your full, valid Social Security Number (SSN) on the application. Without a SSN, you are ineligible for Naval Militia membership. Applications with unanswered questions will not be processed, if something does not apply to you please fill in N/A. This application includes:
 - o NYNM Form 101A - Nomination for Commission (officer)
 - o NYNM Form 101B - Oath of Commissioning
 - o NYNM Form 1070C - Civilian-Military Skills Questionnaire
 - o NYNM Form 88 - Report of Medical Exam
 - o NYNM Form 93 - Report of Medical History

As a prior service member, you must provide the following supporting documentation along with the application packet mentioned above:

- NYNM Form 88 - Report of Medical Exam - (listed above) must be printed out and signed by an authorized medical practitioner no more than 1 year from the date you are accepted into the Naval Militia. As a prior service member, it is your responsibility to have an annual physical. Forms 88 & 93 must be filled out and submitted yearly to verify your readiness for activation.
- Copies of any/all DD-214's you have (must include RE code).
- Copy of your valid Driver License. Personnel driving a New York State-owned vehicle *must* have a valid driver license.
- A current full-length color photograph of yourself in simple, un-adorned clothes (preferably PT gear), that attests to your meeting grooming and appearance standards.
- A resume or CV.