

# Nomination to Attend Course Acceptance or Non-Acceptance

References: ABR27 and DI(N) ADMIN 4-3 Annex A

**Distribution**  
*Retained by originator*

Commanding Officer		Unit (Attn: Panelling Authority)		Originator's reference (Optional)
Course title		PMKeyS course number	Session number	Course date (Start and finish dates)

**Nominee details**

Nominee	Family name	Initials	Rank	PMKeyS Employee ID number	Current position number	Future position number	Security clearance	Justification code (See below)	Service accommodation required?		Panelling Authority use only		
									Yes	No	Is nominee accepted? If 'No', provide reason.		
1											Yes <input type="checkbox"/>	No <input type="checkbox"/>	Reason <input type="text"/>
2											Yes <input type="checkbox"/>	No <input type="checkbox"/>	Reason <input type="text"/>
3											Yes <input type="checkbox"/>	No <input type="checkbox"/>	Reason <input type="text"/>
4											Yes <input type="checkbox"/>	No <input type="checkbox"/>	Reason <input type="text"/>
5											Yes <input type="checkbox"/>	No <input type="checkbox"/>	Reason <input type="text"/>

**Justification codes for course nomination**  
*These codes assist Panelling Authorities to prioritise nominations*

- Position Prerequisite Proficiency (PPP)** (Listed on duty statement)
  - Code: PF The PPP is required by the member for their **future** position.
  - Code: PC The PPP is required by the member for their **current** position.
- Whole Ship Prerequisite Proficiency (WSPP)** (Listed on Ship's approved matrix)
  - Code: WSF The WSPP is required by the member to maintain the **future** unit's minimum matrix requirement.
  - Code: WSC The WSPP is required by the member to maintain the **current** unit's minimum matrix requirement.
- Code: D **Permanent Posting Directive.**
- Code: O **Other reason** (Career training, adhoc training, personal development etc - attachment of supporting material is optional).

**Nominating authority or delegate**

Signature		Printed name	
Rank	Position (HOD, supervisor, TO etc)	Phone	
Unit		Email	Date

**Panelling authority or delegate**

Signature		Printed name	
Rank	Position	Phone	
Unit		Date	