**STARFLEET FLAG PROMOTION NOMINATION FORM** *version 08/23*

**NOMINEE INFORMATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name as it appears in SFI database | |  | | |
| Name to appear on certificate (if different) | |  | | |
| SCC No: |  | | Join Date: |  |
| Nominee Email: |  | | | |
| Assigned Region: |  | | Assigned Chapter: |  |
| Chapter CO name: |  | | CO Email: |  |
| Current Rank: |  | | Rank Date: |  |
| Requested Rank: |  | | | |

**Relevant Titles & Positions Held** *(ONLY include information relevant since last rank date)*

|  |  |  |
| --- | --- | --- |
| Role Title / Position | Held From | Held To |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

*Continue on separate sheet if necessary.*

**Compulsory Courses** *(please give date course passed)*

|  |  |  |  |
| --- | --- | --- | --- |
| OTS |  | OCC |  |
| SFDPP 101 |  | SFDPP 102 |  |
| Current SFDPP Course |  |  |  |

*\*Candidates for promotion must have current SFDPP certification if they hold any position that requires it*

|  |  |
| --- | --- |
| Number of ES Courses Completed: (*Taking ES courses is not mandatory.)* |  |

**NOMINATOR INFORMATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name as it appears in SFI database | |  | | |
| SCC No: |  | | Rank: |  |
| Email Address: |  | | | |
| Assigned Region: |  | | Assigned Chapter: |  |

Please answer the following questions noting the following:

1. *Only include information since last rank date to now.*
2. *Give as much detail as possible for Q2 – Q5, this will give your nominee the best chance.*
3. *There is no word count limit! However, one or two sentence answers are not adequate.*

|  |
| --- |
| 1. What is the relationship between the nominator and nominee? *(Person’s CO, ship mate, aide?)* |
|  |
| 2. Why do you feel this person should be promoted to the requested rank? |
|  |
| 3. Please give specific examples of things this person has done that benefited their Chapter. |
|  |
| 4. Please give specific examples of things this person has done that benefited their Region. |
|  |
| 5. Please give specific examples of things this person has done that benefited STARFLEET. |
|  |
| 6. Does the nominee have the required letter of recommendation from an RC? ***(See guidelines regarding RC LoR. The LoR must be submitted with the packet. If nominator is an RC this requirement is waived.)*** |
|  |
| 7. Are there any outside hobbies or activities that the nominee is involved with that you feel should be considered towards this promotion? |
|  |
| 8. Are there any kind of other award or documentation that should be considered for this promotion? |
|  |
| 9. Please indicate the method of presenting the promotion certificate to the nominee. |
|  |
| 10. Please indicate when the promotion certificate is planned to be presented to the nominee. ***(This will allow the Promotions Director to plan a suitable time to announce the promotion via SFI broadcast channels)*** |
|  |

*(For promotion of Vice Admiral (O-10) and above – if the nominee has taken FOS 101, they receive one month reduction for TIG. If the member has taken all the FOS courses, they receive six months reduction for TIG.)*

|  |  |  |  |
| --- | --- | --- | --- |
| 11. Has the nominee successfully completed any Flag Officer Training Courses? Please list courses and dates completed. *(Submit certificates with nomination if they are not listed on the database)* | | | |
| FOS 101 *– give date passed* |  | FOS 202 *– give date passed* |  |
| FOS 201 *– give date passed* |  | FOS 203 *– give date passed* |  |

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**FOR PROMOTION DIRECTOR USE ONLY**

|  |  |  |  |
| --- | --- | --- | --- |
| Packet Number: |  | Final Decision: |  |
| Date Received: |  | Decision Date: |  |

Flag rank promotion guidelines can be downloaded from the [SFI members hub](https://members.sfi.org/promotions/)

Or requested from the Promotions Director via [promotions@sfi.org](mailto:promotions@sfi.org).