



REPLY TO
ATTENTION OF:

ATSS-CD

26 January 2016

DEPARTMENT OF THE ARMY
HEADQUARTERS, U. S. ARMY SERGEANTS MAJOR ACADEMY
11291 SGT E. CHURCHILL STREET
FORT BLISS, TEXAS 79918-8002

MEMORANDUM FOR RECORD

SUBJECT: United States Army Sergeants Major Academy International Hall of Fame Induction Criteria

1. **GENERAL.** The United States Army Sergeants Major Academy (USASMA) International Military Student (IMS) International Student Hall of Fame is dedicated to provide a prestigious and visible means of recognition of those international graduates who attain, through merit, the highest positions in their nation's armed forces. Graduates who hold equivalent positions by rank or responsibility in a multinational military organization or in a democratically elected government may also be considered for nomination

2. **CRITERIA.**

a. **Qualification.** The candidate must be an IMS graduate of a regular or special resident course for which the United States Army Sergeants Major Academy awards a diploma of recognition as a graduate. International graduates of MILSVC-designated Distance Education courses also qualify for induction.

b. **Eligibility.**

(1) To be eligible, the candidate must have accomplished through merit one of the following:

(a) Serve as the senior military officer, by rank seniority, in one of their nation's service components.

(b) Serve in the highest command position in a national service component or the nation's armed forces (e.g., Chairman, Joint Chiefs of Staff; Chief of Staff when such position entails service component command; Commanding General-Gendarmerie; Commanding General-Service Component; Commanding General-National Guard).

(c) Serve as commander of an operational combined command while holding a rank equal or senior to the highest rank held in their nation's service component.

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(d) Be internationally recognized as having made a significant and enduring military or humanitarian contribution to international peace and stability (e.g., Commanding General of humanitarian or peace-keeping forces).

(e) Serve as the senior non-commissioned officer in a national service component or the nation's armed forces.

(2) Individuals who attain a qualifying position through means other than merit are not eligible.

(3) Qualified persons who have achieved positions of prominence (President/Vice-President/National Legislative level) through a democratic process, and those qualified persons who have achieved Ministerial or Ambassadorial level appointments from democratically elected officials may also be eligible.

3. NOMINATIVE PROCESS.

(1) Identification of an eligible graduate's attainment of a qualifying position may originate from a host of sources (self-identification by the graduate or the graduate's staff; official public information release; Security Cooperation Offices in country, etc.). Notification will be made to the International Military Office (IMSO) at the potential IHOF hosting institution. If a nominee is a graduate of more than one IHOF hosting institution, the respective IMSOs will coordinate to incorporate consideration of the nominee for all IHOFs in a single nomination packet.

(2) Nominations may be made at the time the graduate assumes an eligible position, or at any time thereafter.

(3) Eligible graduates may be nominated posthumously.

(4) Nominees and their staffs should not be part of the coordination process (beyond that necessary to obtain required documentation to support the nomination) in advance of final approval.

(5) The IMSO at the IHOF hosting institution will verify eligibility and qualification, and begin the nomination process by gathering the necessary information and assembling a nomination packet consisting of:

(a) A nomination letter that explains in detail how the nominee qualifies, to include inclusive dates of appointment.

(b) A concurrence letter(s) endorsed by the hosting institution(s), certifying the nominee as an eligible graduate.

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(c) A concurrence letter endorsed by the U.S. Country Team accredited to the home country of the nominee, certifying initial US government support for the nomination (not required if the U.S. Country Team prepared the nomination letter).

(d) Biographical summary on the nominee, to include a summary of the nominee's military service, place of birth and date of birth. Biography must be no more than $\frac{3}{4}$ of a page with the last sentence indicating the course name and class number.

(e) Three 8X10 photos if using mail or a high resolution photograph (head and shoulders official portrait) suitable for permanent display. The photo should be in the appropriate service uniform with the partner nation flag unless prohibited by DOD policy

4. INDUCTION. Coordination of induction ceremonies for approved nominees and any associated activities is the responsibility of the individual IHOF hosting institution. When possible, induction ceremonies should be scheduled to take advantage of occasions when approved nominees are scheduled to be in the United States (e.g., Counterpart Visits). Approved nominees should be given the opportunity to be inducted in person; however it must be understood that the USG cannot fund travel, per diem or lodging of inductees or their guests. In absentia induction is authorized for approved nominees who decline in person induction, as is posthumous induction. Inductees should be given an appropriate Certificate of Honor from the ISHOF hosting institution to mark their induction. Inductees should prepare a 3 to 5 minute acceptance speech.

5. IMPLEMENTATION. This policy is effective upon receipt.

6. Point of contact for this action is Mr. Michael Huffman, (915) 744-9055 DSN: 621-9055. Email: michael.r.huffman4.civ@mail.mil



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