

*Must be printed on Command letterhead

Sample Military Executive Master of Business Administration (EMBA)
Command Endorsement Letter

1 JAN 2017

From: Captain Allen Jones, USN, Commanding Officer, VFA-99

To: President, Naval Postgraduate School
Graduate School of Business and Public Policy
555 Dyer Road Monterey, CA 93943
Attn: Dr. Christina Hart, EMBA Program Manager

Subj: Application for September 2017 EMBA Program

1. I fully support LCDR William Smith's application to the Naval Postgraduate School (NPS) Executive MBA Program.
2. I approve of LCDR Smith's attending class one full day per week for up to eight hours. Official travel funding will be provided for his participation in the two one-week EMBA residency requirements at NPS in Monterey, CA.
3. LCDR Smith's projected rotation date of MM/YY will permit completion of this 24 month program at his current duty station. He recognizes that participation in the EMBA program represents a significant investment in his professional officer career development, and that successful completion of the program within 24 months is required to be awarded the EMBA graduate degree.

NAME/GRADE of
Supervisor/Commanding Officer

(Signature)