

**LETTER OF INTENT BETWEEN
UNITED STATES COAST GUARD
AND
CENTRAL OREGON COMMUNITY COLLEGE
CASCADE CULINARY INSTITUTE
REGARDING THE LATERAL ENTRY PROGRAM**

1. **PARTIES.** The parties to this Letter of Intent (LOI) are the United States Coast Guard (USCG) and the Cascade Culinary Institute (CCI) of Central Oregon Community College.
2. **PURPOSE AND SCOPE.** This LOI sets forth the terms and understanding to develop recruitment pathways for culinary education, training, and certification for the establishment of qualified personnel for the purpose of a Direct Enlistment Lateral Entry Program for CCI graduates of the Associates of Applied Science Culinary Arts AAS Degree program to enter the USCG or United States Coast Guard Reserve (USCGR). The CCI, through Central Oregon Community College, currently delivers a two year Associate degree of Applied Science in Culinary Arts ("AASCA"), accredited by the American Culinary Federation Education Foundation. The USCG has an urgent need for Chefs/Culinary Specialists. This LOI is a natural fit for the CCI to conduct training and education and for the USCG to provide a rewarding career path for CCI's graduates.
3. **OBJECTIVES.** This LOI establishes that qualified graduates of CCI's AASCA program will upon successful completion of the Coast Guard accessions process be entitled to:
 - Culinary Specialist 2nd Class. Automatic Advancement to the 5th highest rank out of 9 possible enlisted ranks.
 - Bypassing basic training. Automatic enrollment of the Direct Entry Petty Officer Training Course (DEPOT) in Cape May, New Jersey in lieu of full Basic Training.
 - Any qualifying enlistment bonus at time of accession.
 - All other standard military benefits and entitlements.
4. **RESPONSIBILITIES.** The Parties intend to comply with the responsibilities as summarized below.
 - a. USCG (Recruiting Office Vancouver, WA), subject to the availability of funds and personnel:
 - i. Will serve as local lead and Action Unit for this LOI to include facilitating enlistment packages and Military Entrance Processing Station processing.
 - ii. Will coordinate recruiting efforts and other initiatives between CCI and local USCG Commands.
 - iii. Will initiate monthly conference calls with CCI.
 - iv. Will meet with CCI annually to discuss LOI.
 - v. Will provide annual status report to CG RC on: (1) Progress, (2) Lessons Learned, (3) Results, and (4) Opportunities and Challenges.

- vi. Will provide CCI with an annual status report with Personally Identifiable Information redacted as required.

b. CCI

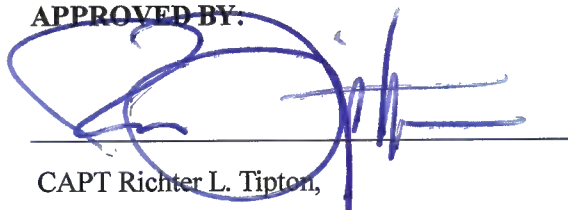
- i. Will meet with the USCG Action Unit or other designated representative(s) annually to discuss LOI.
- ii. Assist in creating awareness about the USCG Lateral Entry Direct Enlistment Program amongst CCI students and other centers of influence.
- iii. Assist USCG with on-campus recruitment strategies with the goal of increasing the pool of applications for positions in the USCG.
- iv. Mentor and support CCI students with career development strategies that will help ensure an effective and efficient transition to the USCG workforce; and openly explore and collaborate on programs and projects that may benefit or grow this partnership and enrich existing CCI programs, as appropriate.
- v. Coordinate USCG participation in Open Houses, Career and Job Fairs, and other selected events on campus that provide students with the opportunity to learn more about the USCG.

5. POINTS OF CONTACT. The following individuals will serve as contacts for the maintenance and administration of the LOI.

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APPROVED BY:



CAPT Richter L. Tipton,

Commanding Officer

Coast Guard Recruiting Command

20 MAR 2023

Date: