



THE JOINT STAFF

Washington, DC
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J7

1 September 2025

From: Director, Joint Targeting School

MEMORANDUM FOR PROSPECTIVE JOINT TARGETING SCHOOL STUDENTS

Subject: Policy on Quota Prioritization and the Registration Process for Joint Targeting School Attendance

1. The Joint Targeting School (JTS) manages registration and student quotas for all JTS courses based on JCS J-7 established priorities, as outline in this memorandum. As a joint functional school, JTS prioritizes development of joint targeteers, building joint targeting capacity across Combatant Commands (CCMDs) and the joint force. JTS supports service, reserves and other agency target training requirements, but at a lower priority.

2. The Joint Targeting Staff Course rank requirement is O-1 to O-6, CW1 to CW5, E-6 to E-9, or DoD equivalent. JTS will consider E-5 and below, based on individual requirements and experience. The Collateral Damage Methodology, Combat Assessment, and Weaponing Applications courses **do not** have a rank requirement.

3. Process to obtain JTS quota:

a. Quota (seat) requests are made through the Joint Event Management System (JEMIS) at: https://secure.jten.mil/jemis_new/welcome.jsp

b. JTS prioritizes quotas based on the information provided in the request.

c. A wait list is developed for courses where demand exceeds the quotas available.

d. 30 days prior to class start date, an email is sent to each individual confirming the quota or notifying the student that they are on the waitlist.

e. Upon receipt of confirmation email, individuals are required to reply with their intent to attend the course prior to the provided suspense date. If the individual declines their quota, or they fail to respond prior to the suspense date, their quota will be reassigned to next highest priority individual on the waitlist.

4. Quota Priorities:

a. Targeteers assigned to CCMDs, sub-unified commands, and other functional components.

- b. Deployed/Deploying (within 1 year) Service targeteers and fires officers
- c. Partner students on International Travel Orders.

d. Joint Staff, Global Response Forces, Cyber Mission Forces/Teams, federated partner organizations providing direct support to CCMDs, and deploying (within 1 year) operational law Judge Advocate Generals.

e. Non-Deployed Service Targeteers and Fires officers.

f. Interagency targeteers and fires personnel not embedded in CCMDs

g. Reserve/National Guard targeteers.

5. Contact the Joint Targeting School Director for questions regarding this policy at 757-492-0267.



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