



DEPARTMENT OF THE NAVY  
BOARD FOR CORRECTION OF NAVAL RECORDS  
701 S. COURTHOUSE RD  
ARLINGTON, VA 22204

██████████  
Docket No. 3376-25  
Ref: Signature Date

██  
██  
██

Dear Petitioner:

This is in reference to your application for correction of your naval record pursuant to Section 1552 of Title 10, United States Code. After careful and conscientious consideration of relevant portions of your naval record and your application, the Board for Correction of Naval Records (Board) found the evidence submitted insufficient to establish the existence of probable material error or injustice. Consequently, your application has been denied.

A three-member panel of the Board, sitting in executive session, considered your application on 24 September 2025. The names and votes of the members of the panel will be furnished upon request. Your allegations of error and injustice were reviewed in accordance with administrative regulations, and procedures applicable to the proceedings of this Board. Documentary material considered by the Board consisted of your application, together with all material submitted in support thereof, relevant portions of your naval record, and applicable statutes, regulations, and policies as well as the 15 May 2025 advisory opinion (AO) furnished by the Navy Office of Legal Counsel (BUPERS-00J). The AO was provided to you on 28 May 2025, and you were given 30 days in which to submit a response. Although you were afforded an opportunity to submit a rebuttal, you did not do so.

The Board carefully considered your request to correct your Certificate of Release or Discharge from Active Duty (DD Form 214) to reflect E-5 and to be provided with official separation orders with the corrected rank to receive compensation for the permanent change of station move after your separation. The Board considered your contention that your rank was supposed to be reduced to E-4, however due to the separation department's lack of responsibility it was not officially processed before your separation. You claim there was not enough time to process the reduction in rank after the court martial. Due to no fault of your own, your official documents are incorrect.

The Board substantially concurred with the AO that your DD Form 214 is valid as prepared and your pay grade, E-4, is correct. In making this determination, the Board noted that you were tried at a General Court Martial (GCM) on 5 May 2022. The GCM panel returned a verdict of guilty and sentenced you to reduction in pay grade to E-4 and confinement for 14 days. On 29 June 2022 you were discharged with a General (Under Honorable Conditions) characterization of

service in the pay grade E-4, consistent with your sentence awarded at your GCM. The Board determined that the delay in reporting your reduction in rank is immaterial and does not affect the validity of your DD Form 214 or the orders you received upon separation. The Board thus concluded there is no probable material error, substantive inaccuracy, or injustice warranting corrective action. Accordingly, given the totality of the circumstances, the Board determined that your request does not merit relief.

Concerning your separation orders, the Board determined that you have not exhausted your administrative remedies. You must submit a request to the Bureau of Naval Personnel (PERS-83) to receive your separation orders. Additionally, you must submit questions about your household goods move to [householdgoods@navy.mil](mailto:householdgoods@navy.mil) or call (757) 443-1719.

In the absence of sufficient new evidence for reconsideration, the decision of the Board is final, and your only recourse would be to seek relief, at no cost to the Board, from a court of appropriate jurisdiction.

Sincerely,

11/24/2025

