



THE JOINT STAFF
WASHINGTON DC

Reply ZIP Code:
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MEMORANDUM FOR JOINT TARGETING SCHOOL

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

The Joint Targeting School (JTS) manages the process and selections of individuals given quotas based on the priorities established by this memorandum. It is our intention that all combatant commands and Services be allocated quotas in each course taught in-residence at JTS.

Process to obtain JTS quota:

1. JTS collects all quota requests submissions through the Joint Event Management System (JEMIS) at <https://secure.jten.mil/jemis/index.html>.
2. Quotas are prioritized and determined based on the information provided in the request.
3. A wait list is developed for courses where requests exceed the quotas available.
4. A confirmation email is sent to each individual obtaining a quota at least 4 weeks prior to the start date of the course. Individuals are required to notify JTS of their intent to attend NLT one week from notification. Where the individual declines their quota, or they fail to notify JTS, their slot will be reassigned from the wait list.
5. A final quota assignment is provided to each Service training management system.

Quota Priority:

1. Deploying/Deployed (Intel/Ops) targeting personnel
2. Non-deployed/non-deploying (Intel/Ops) targeting personnel attached to or supporting CCMD/Functional Commands/Sub-unified Commands
3. Joint Staff entities
4. Service targeting personnel as required for career progression
5. Reserve/National Guard targeting personnel assigned supporting duties aligned with but not assigned to CCMD/Functional Commands/Sub-unified Commands
6. USG Agency personnel in support of CCMD/Functional Commands/Sub-unified Commands
7. Non-Deploying non-targeting personnel

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