

**ENLISTED PROFESSIONAL MILITARY EDUCATION (EPME)
COMMAND SCREENING CHECKLIST**

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. § 5041, Headquarters U.S. Marine Corps, and E.O. 9397 (EDIPI)

PURPOSE: Information is obtained to identify personnel who are assigned as students to a resident or seminar PME course of instruction. The collected information will be maintained in the Marine Corps Training Information Management System (MCTIMS) database.

ROUTINE USE: Information collected on this form may be shared outside the DoD for those specific purposes and listed organizations identified as DoD Blanket Routine Uses at http://www.dod.gov/pubs/foi/privacy/routine_uses.html.

RETENTION: Automated MCTIMS records are retained permanently.

DISCLOSURE: Providing information on this form is voluntary. Failure on your part, however, to answer all questions, or any misrepresentation (by omission, concealment, or by misleading, false, or partial answers) may serve as a basis for denied assignment to the course of instruction you are requesting to attend.

1. Purpose: To ensure Marines selected to attend resident or seminar Enlisted Professional Military Education are fully qualified.
2. Information: PME schools are not screening institutions. In order to preclude Marines from being turned away upon arrival, it is necessary that parent commands ensure their Marines satisfy enrollment prerequisites set forth in MCO P1553.4_ and this checklist. A failure to satisfy any of the prerequisites on the checklist may disqualify a Marine from attending the course.
3. Action: The completed Command Screening Checklist will be hand-carried to the course of instruction and maintained in the Marine's student academic record. The checklist will be destroyed upon completion of the course.

Name : William S. Marlin Grade : SSgt

EDIPI : 1234567890 Unit : 3rd Battalion, 5th Marines

1. Course attending : Sergeants Career Advanced SEPME

2. Component : Active Reserve

3. Format : Resident Seminar

All Students (Resident and Seminar)

Prerequisites						Yes	No	Remarks
4.	Appropriate Grade or Select Grade:					<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	DOR: 02/01/2014							
5.	Successful completion of appropriate grade level distance education program.					<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Program: EPME6000AA							
	Date Completed: 11/18/2014							
6.	Meets height/weight standards per MCO 6110.3.					<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Date	Height	Weight	BF% (if required)				
	04/16/2015	72"	189 lbs					
7.	Assigned to the BCP and/or MAP program? - If yes, Marine is disqualified from attending.					<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8.	Have passed a current PFT and CFT per MCO 6100.13. [Note: Marine may attend seminar if not medically qualified to take a full PFT/CFT; provide partial scores and amplifying remarks.]					<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	PFT Date	Total	Run	PU/FAH	Crunches			
	05/20/2015	300	17:29	20	100			
	CFT Date	Total	MTC	AL	MUF			
11/28/2014	299	2:53	101	2:22				

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All Students (Resident and Seminar) <i>cont.</i>										
Prerequisites				Yes	No	Remarks				
9.	Formally assigned to a Permanent Limited Duty status in accordance with MARADMIN 228/06. - If yes, identify nature of limitation(s) and contact the respective SNCO Academy Deputy Director or CDET Regional Director to discuss facilities requirements.			<input type="checkbox"/>	<input checked="" type="checkbox"/>					
10.	Are there any existing family or financial hardships that would preclude this Marine from completing the course?			<input type="checkbox"/>	<input checked="" type="checkbox"/>					
11.	Is the Marine in accordance with the Marine Corps Tattoo Policy?			<input checked="" type="checkbox"/>	<input type="checkbox"/>					
12.	Has the Marine previously been disenrolled from the course they are attending, as identified in item 1?			<input type="checkbox"/>	<input checked="" type="checkbox"/>					
	Reason :									
	Date Disenrolled :									
Location :										
Resident Students Must Also Complete This Section										
Prerequisites				Yes	No	Remarks				
13.	Possesses appropriate uniforms for the course. Uniform requirements can be obtained from the MCU/EPME website. https://www.mcu.usmc.mil/epme/SitePages/Home.aspx			<input type="checkbox"/>	<input type="checkbox"/>					
14.	Physically capable of participation in a challenging combat physical training program. <i>Note: Must be signed and stamped by a medical officer, civilian health provider, or independent duty corpsman.</i>			<input type="checkbox"/>	<input type="checkbox"/>					
Recertification for Resident Students										
15.	Recertification of Height and Weight must be within 30 days (Active Duty Marines) 45 days (Reserve Component Marines) prior to the SNCO Academy course report date. Certifying official fill in below:				Recertification of PFT must be within 30 days (Active Duty Marines) 45 days (Reserve Component Marines) prior to the SNCO Academy course report date. Certifying official fill in below:					
	Name:				Name:					
	Rank:		Date:		Rank:		Date:			
	Date	Height	Weight	BF% (if required)	PFT Date	Total	Run	PU/FAH	Crunches	
_____ John R. Gregory Unit Sergeant Major				_____ +1 (619) 867-5309 Phone #		_____ Signature		_____ 05/28/2015 Date		
_____ Dwayne T. Blanson Unit Commanding Officer				_____ +1 (619) 555-1313 Phone #		_____ Signature		_____ 05/28/2015 Date		

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