

Motor Transport Maintenance

Training & Readiness Logbook

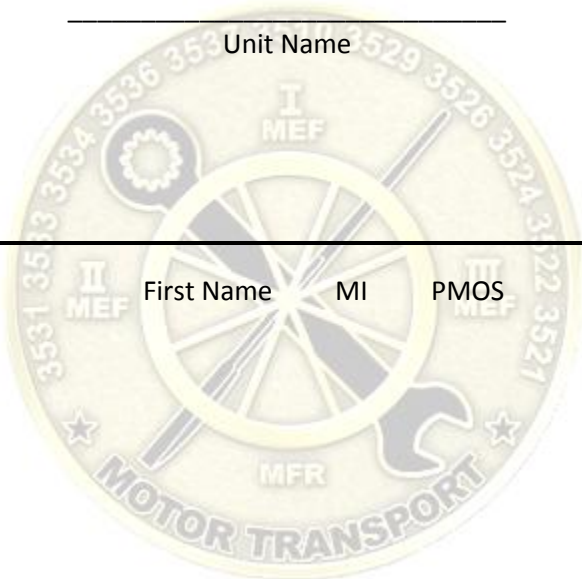
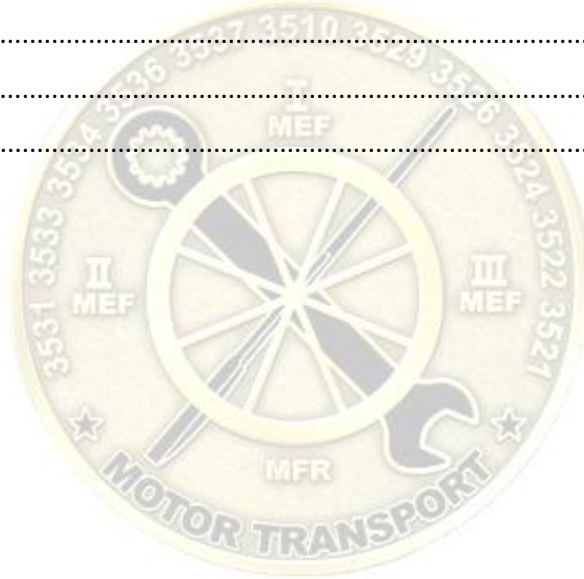
						Unit Name
Rank	Last Name	First Name	MI	PMOS	AMOS(s)	
						

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INTRODUCTION

To the Technicians of Motor Transport,

In the past, supervisors have struggled to provide you, the Technicians, with a viable training plan that is accurate and useful to you beyond your current duty assignment. Numerous binders have been filled with attendance rosters and verification sheets that do not accurately reflect your resident individual knowledge of the equipment that you are held personally responsible to maintain. I believe this is due to how we tend to over complicate simple requirements in an effort to record the training you receive. Located in almost every maintenance admin office around the Corps, you will find volumes of binders that contain rosters, spreadsheets and classes that are improperly managed and become quickly outdated. The NAVMC 3500.39 reads;

“Marines are expected to maintain proficiency in the training events for their MOS at the appropriate grade or billet to which assigned. Leaders are responsible for recording the training achievements of their Marines.

Whether it involves individual or collective training events, they must ensure proficiency is sustained by requiring retraining of each event at or before expiration of the designated sustainment interval.

Performance of the training event, however, is not sufficient to ensure combat readiness. Leaders at all levels must evaluate the performance of their Marines and the unit as they complete training events, and only record successful accomplishment of training based upon the evaluation. The goal of evaluation is to ensure that correct methods are employed to achieve the desired standard, or the Marines understand how they need to improve in order to attain the standard. Leaders must determine whether credit for completing a training event is recorded if the standard was not achieved. While successful accomplishment is desired, debriefing of errors can result in successful learning that will allow ethical recording of training event completion. Evaluation is a continuous process that is integral to training management and is conducted by leaders at every level and during all phases of planning and the conduct of training. To ensure training is efficient and effective, evaluation is an integral part of the training plan. Ultimately, leaders remain responsible for determining if the training was effective.”

The key point is that we have to ensure that the training is efficient and effective. The mastery of the training must remain an integral part of the training plan. To do this I believe that we have to make you personally responsible for maintaining and tracking your training progress. We put the responsibility in your hands to give you ownership of your education. This logbook is designed so that you will be able to quickly show your leadership how far ahead or behind you are from your peers. Take pride in your knowledge. Show your peers and leadership that you are the “go-to” technician in the Company and that you are an indispensable asset to this organization.

Motor Transport Maintenance Chief

INSTRUCTIONS

Example: PFC Benots shows up to work and is tasked with performing maintenance on a HMMWV fuel system. As it so happens, this coincides with event number 3521-MAIN-1011. So PFC Benots pulls out his handy technical manual and follows the appropriate steps to complete the task. Once completed, he then of course finds his Floor Chief or Shop Chief to inspect his work prior to the Quality Control inspector. The Floor Chief or Shop Chief questions PFC Benots on his understanding of the task and signs and dates his log sheet. Fast forward to the next year and LCpl Benots has been assigned the same task. By his thorough understanding of this log book he knows that each of the events on his log sheet fall under a 12 month sustainment interval so he follows the previous year's steps to complete the task and has his Floor Chief or Shop Chief recertify his knowledge of the event. This happens every year for each required event per grade.

Per the NAVMC 3500.39 we are required to maintain accurate records of our training and readiness. It is imperative that you understand what each column and code indicates. Read the exert below from the NAVMC 3500.39 for an explanation of the columns contained within the log sheets.

1010. T&R EVENT COMPOSITION

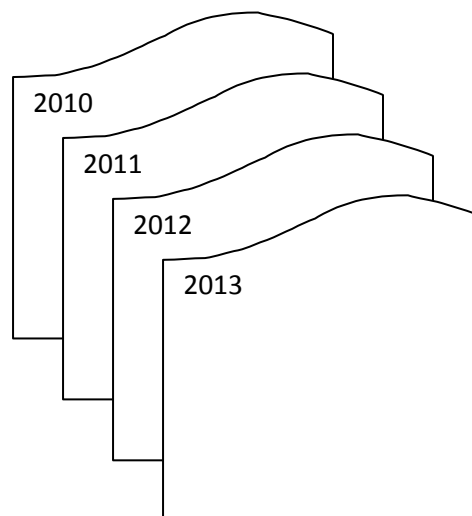
1. This section explains each of the components of a T&R event. These items are included in all events in each T&R manual.

a. Event Code (see Sect 1006). The event code is a 4-4-4 character set. For individual training events, the first 4 characters indicate the occupational function. The second 4 characters indicate functional area (ADMN, MAIN, OPER, TRNG, etc...). The third character identifies Units for E-Coding. The last two characters are simply a numerical designator for the event.

b. Event Title. The event title is the name of the event.

g. Grade. Each individual training event will list the rank(s) at which Marines are required to learn and sustain the training event.

The log book is broken down into four parts representing four years of training.



Training & Readiness Logbook

Within each year is contained a log sheet that must be verified by an NCO or SNCO if your rank is LCpl or below, or a SNCO if you are a CPL or SGT. Each sheet is broken down by MOS or AMOS and also separated if there is a specific vehicle system.

Event Code	Event Title	Grades	Page	Date	Verified By
MOS 3521 - Organizational Automotive Technician					
Performance and records					
3521-MAIN-1001	Perform training requirements for a shop use only operator	E1-E5	5-6		
3521-MAIN-1002	Maintain tool kits	E1-E5	5-6		
3521-MAIN-1003	Install automotive components with threaded fasteners	E1-E5	5-7		

HMMWV					
3521-MAIN-1011	Perform maintenance on the diesel engine fuel system	E1-E5	5-11		
3521-MAIN-1012	Perform maintenance on the HMMWV diesel engine lubrication	E1-E5	5-11		
3521-MAIN-1013	Perform maintenance on the diesel engine air induction system	E1-E5	5-12		

Event Code	Event Title	Grades	Page	Date	Verified By
AMOS 3526 - P-19 Fire Rescue Vehicle Technician					
3526-LIC -2001	Perform Preventive maintenance Checks and Services (PMCS)	E3-E5	9-4		
3526-MAIN-2001	Operate the truck firefighting system	E3-E5	9-4		
3526-MAIN-2002	Operate the truck in conjunction with road testing	E3-E5	9-5		

YEARLY LOG



Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
MOS 3521 - Organizational Automotive Technician					
3521-MAIN-1001	Conduct road test on motor transport tactical vehicle	E1-E5			
3521-MAIN-1002	Demonstrate the proper use of tools	E1-E5			
3521-MAIN-1003	Install automotive components with threaded fasteners	E1-E5			
3521-MAIN-1004	Connect automotive components with tubing and tube fittings	E1-E5			
3521-MAIN-1005	Perform electrical wiring repair	E1-E5			
3521-MAIN-1006	Apply shop safety precautions	E1-E5			
3521-MAIN-1007	Apply the proper vehicle lubricant	E1-E5			
3521-MAIN-1008	Interpret automotive schematics	E1-E5			
3521-MAIN-1009	Perform maintenance on the air induction system on motor transport equipment	E1-E5			
3521-MAIN-1010	Perform maintenance on the exhaust system on motor transport equipment	E1-E5			
3521-MAIN-1011	Perform maintenance on the cooling system on motor transport equipment	E1-E5			
3521-MAIN-1012	Perform maintenance on the battery system on motor transport equipment	E1-E5			
3521-MAIN-1013	Perform maintenance on the starting system on motor transport equipment	E1-E5			
3521-MAIN-1014	Perform maintenance on the charging system on motor transport equipment	E1-E5			
3521-MAIN-1015	Perform maintenance on the fuel system on motor transport equipment	E1-E5			
3521-MAIN-1016	Perform maintenance on the transmission on motor transport equipment	E1-E5			
3521-MAIN-1017	Perform maintenance on the transfer case on motor transport equipment	E1-E5			
3521-MAIN-1018	Perform maintenance on the propeller shaft system on transport equipment	E1-E5			
3521-MAIN-1019	Perform maintenance on the brake system on motor transport equipment	E1-E5			
3521-MAIN-1020	Perform maintenance on the parking brake system on motor transport equipment	E1-E5			
3521-MAIN-1021	Perform maintenance on the compressed air system on motor transport equipment	E1-E5			
3521-MAIN-1022	Perform maintenance on the steering system on motor transport equipment	E1-E5			
3521-MAIN-1023	Perform maintenance on the suspension system on motor transport equipment	E1-E5			
3521-MAIN-1024	Perform maintenance on the chassis system on motor transport equipment	E1-E5			
3521-MAIN-1025	Perform maintenance on the hydraulic system on motor transport equipment	E1-E5			
3521-MAIN-1026	Perform maintenance on the Heating Ventilation/Air Conditioning (HVAC) system on motor transport equipment	E1-E5			
3521-MAIN-1027	Perform maintenance on the cold start system on motor transport equipment	E1-E5			
3521-MAIN-1028	Perform maintenance on the engine on motor transport equipment	E1-E5			
3521-MAIN-1029	Perform maintenance on the Central Tire Inflation System (CTIS) on motor transport equipment	E1-E5			
3521-MAIN-1030	Perform maintenance on the axle system on motor transport equipment	E1-E5			
3521-MAIN-1031	Perform maintenance on the electrical system on motor transport equipment	E1-E5			
3521-MAIN-1032	Replace the engine on motor transport equipment	E1-E5			
3521-MAIN-1033	Replace the transmission on motor transport equipment	E1-E5			
3521-MAIN-1034	Perform Preventative Maintenance Checks and Services (PMCS) on motor transport equipment	E1-E5			
3521-MAIN-1035	Perform maintenance on the fire suppression system	E1-E5			
3521-ADMN-2001	Perform Maintenance Automated Information System (MAIS) related functions	E4-E5			
3521-ADMN-2002	Determine maintenance resources	E4-E5			
3521-ADMN-2003	Process equipment through the maintenance phases	E4-E5			
3521-ADMN-2004	Manage motor transport maintenance records	E4-E5			
3521-ADMN-2005	Validate supply requirements	E4-E5			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3521-ADMN-2006	Manage a publication library	E4-E5			
3521-ADMN-2007	Maintain a section modification control program	E4-E5			
3521-ADMN-2008	Maintain a section calibration control program	E4-E5			
3521-ADMN-2009	Maintain a section Pre-Expended Bins (PEB)	E4-E5			
3521-ADMN-2010	Research maintenance information	E4-E5			
3521-ADMN-2011	Reconcile supply requirements	E4-E5			
3521-ADMN-2012	Handle hazardous material	E4-E5			
3521-ADMN-2013	Process equipment lubricants through the Joint Oil Analysis Program (JOAP)	E4-E5			
3521-MAIN-2001	Perform a Limited Technical Inspection (LTI)	E4-E5			
3521-MAIN-2002	Perform maintenance on low density equipment	E4-E5			
3521-MAIN-2003	Perform maintenance on the Load Handling System (LHS) on motor transport equipment	E4-E5			
3521-OPER-2001	Conduct emergency procedures on motor transport equipment	E4-E5			
AMOS 3522 - Intermediate Automotive Technician *Note: AMOS is being consolidated under the AMTCC and is scheduled to be removed from the MOS Manual					
3522-MAIN-2001	Repair engines commonly found in tactical equipment	E3-E5			
3522-MAIN-2002	Repair transmissions commonly found in motor transport equipment	E3-E5			
3522-MAIN-2003	Repair transfers commonly found in motor transport equipment	E3-E5			
3522-MAIN-2004	Repair geared hubs on motor transport equipment	E3-E5			
3522-MAIN-2005	Repair axle/differential assemblies on motor transport equipment	E3-E5			
3522-MAIN-2006	Repair winches on motor transport equipment	E3-E5			
3522-MAIN-2007	Repair hydraulic system components on motor transport equipment	E3-E5			
3522-MAIN-2008	Repair steering system components on motor transport equipment	E3-E5			
AMOS 3524 - Fuel and Electric Systems Technician					
3524-MAIN-2001	Perform maintenance on fuel system test equipment	E3-E5			
3524-MAIN-2002	Perform maintenance on Alternator/Generator/Regulator and Starter test stand (AGRS)	E3-E5			
3524-MAIN-2003	Repair a turbocharger	E3-E5			
3524-MAIN-2004	Repair a blower	E3-E5			
3524-MAIN-2005	Repair a starter	E3-E5			
3524-MAIN-2006	Repair a generator	E3-E5			
3524-MAIN-2007	Conduct test on voltage regulator	E3-E5			
3524-MAIN-2008	Repair an alternator	E3-E5			
3524-MAIN-2009	Repair personnel heater	E3-E5			
3524-MAIN-2010	Repair a nozzle	E3-E5			
3524-MAIN-2011	Repair an injector	E3-E5			
3524-MAIN-2012	Repair a fuel pump	E3-E5			
3524-MAIN-2013	Repair a fuel injection pump	E3-E5			
AMOS 3526 - P-19 Fire Rescue Vehicle Technician					
3526-MAIN-2001	Operate the truck firefighting system	E3-E7			
3526-MAIN-2002	Preventive Maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2003	Operate the truck in conjunction with road testing	E3-E7			
3526-MAIN-2004	Operate the structural panel	E3-E7			
3526-MAIN-2005	Perform maintenance on the wiring/lighting system	E3-E7			
3526-MAIN-2006	Perform maintenance on the cranking system	E3-E7			
3526-MAIN-2007	Perform maintenance on the charging system	E3-E7			
3526-MAIN-2008	Perform maintenance on the air induction system	E3-E7			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3526-MAIN-2009	Perform maintenance on the compressed air brake system	E3-E7			
3526-MAIN-2010	Perform maintenance on the exhaust system	E3-E7			
3526-MAIN-2011	Perform maintenance on the fuel system	E3-E7			
3526-MAIN-2012	Perform maintenance on the cold start system	E3-E7			
3526-MAIN-2013	Perform maintenance on the hub assemblies	E3-E7			
3526-MAIN-2014	Perform maintenance on the drive train	E3-E7			
3526-MAIN-2015	Perform maintenance on the cooling system	E3-E7			
3526-MAIN-2016	Perform maintenance on the suspension system	E3-E7			
3526-MAIN-2017	Perform maintenance on the tire/wheel assembly	E3-E7			
3526-MAIN-2018	Perform maintenance on the fire fighting systems	E3-E7			
3526-MAIN-2019	Perform maintenance on the steering system	E3-E7			
3526-MAIN-2020	Repair firefighting system components	E3-E7			
3526-MAIN-2021	Perform scheduled Preventive maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2022	Perform maintenance on the winterization system	E3-E7			
3526-MAIN-2023	Perform maintenance on the agent delivery system	E3-E7			
3526-MAIN-2024	Perform maintenance on the structural panel	E3-E7			
3526-MAIN-2025	Perform maintenance on the power divider	E3-E7			
3526-MAIN-2026	Perform maintenance on the water delivery pump	E3-E7			
3526-MAIN-2027	Perform maintenance on the water pump assembly	E3-E7			
MOS 3529 – Motor Transport Maintenance Chief					
3529-ADMN-2101	Conduct a motor transport vehicle accident investigation	E6-E9			
3529-ADMN-2102	Research maintenance information	E6-E9			
3529-ADMN-2103	Prepare motor transport related correspondence	E6-E9			
3529-ADMN-2104	Direct the use of motor transport maintenance records	E6-E9			
3529-ADMN-2105	Manage a section Pre-Expended Bins (PEB)	E6-E9			
3529-ADMN-2106	Establish motor transport resources requirements plan	E6-E9			
3529-ADMN-2107	Supervise a publication control library	E6-E9			
3529-ADMN-2108	Submit a Product Quality Deficiency Report (PQDR)	E6-E9			
3529-ADMN-2109	Maintain a Consolidated Memorandum Receipts (CMR) account	E6-E9			
3529-ADMN-2110	Direct Marine Corps Maintenance Management System procedures for unique maintenance requirements	E6-E9			
3529-ADMN-2111	Manage tool control	E6-E9			
3529-ADMN-2112	Manage shop safety programs	E6-E9			
3529-ADMN-2113	Reconcile supply requirements	E6-E9			
3529-ADMN-2114	Manage a section calibration control program	E6-E9			
3529-ADMN-2115	Manage a section modification control program	E6-E9			
3529-ADMN-2116	Manage a section's hazardous material/hazardous waste site	E6-E9			
3529-ADMN-2117	Conduct Maintenance Automated Information System functions	E6-E9			
3529-ADMN-2118	Validate supply requirements	E6-E9			
3529-MAIN-2201	Supervise the processing of equipment through maintenance phases	E6-E9			
3529-MAIN-2202	Direct corrective maintenance requirements for motor transport equipment	E6-E9			
3529-MAIN-2203	Select motor transport equipment for participation in maintenance related programs	E6-E9			
3529-MAIN-2204	Supervise Preventive Maintenance Checks and Services (PMCS) on motor transport equipment	E6-E9			
3529-MAIN-2205	Direct maintenance functions in convoy operations	E6-E9			
3529-OPER-2301	Direct the preparation of maintenance support equipment for embarkation	E6-E9			
3529-OPER-2302	Prepare Motor Transport maintenance appendix 12 to annex D	E6-E9			
3529-OPER-2303	Direct camouflaging of motor transport equipment	E6-E9			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3529-OPER-2304	Establish a tactical motor transport maintenance facility	E6-E9			
3529-OPER-2305	Manage tactical movement using an automated information system	E6-E9			



YEARLY LOG



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Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
MOS 3521 - Organizational Automotive Technician					
3521-MAIN-1001	Conduct road test on motor transport tactical vehicle	E1-E5			
3521-MAIN-1002	Demonstrate the proper use of tools	E1-E5			
3521-MAIN-1003	Install automotive components with threaded fasteners	E1-E5			
3521-MAIN-1004	Connect automotive components with tubing and tube fittings	E1-E5			
3521-MAIN-1005	Perform electrical wiring repair	E1-E5			
3521-MAIN-1006	Apply shop safety precautions	E1-E5			
3521-MAIN-1007	Apply the proper vehicle lubricant	E1-E5			
3521-MAIN-1008	Interpret automotive schematics	E1-E5			
3521-MAIN-1009	Perform maintenance on the air induction system on motor transport equipment	E1-E5			
3521-MAIN-1010	Perform maintenance on the exhaust system on motor transport equipment	E1-E5			
3521-MAIN-1011	Perform maintenance on the cooling system on motor transport equipment	E1-E5			
3521-MAIN-1012	Perform maintenance on the battery system on motor transport equipment	E1-E5			
3521-MAIN-1013	Perform maintenance on the starting system on motor transport equipment	E1-E5			
3521-MAIN-1014	Perform maintenance on the charging system on motor transport equipment	E1-E5			
3521-MAIN-1015	Perform maintenance on the fuel system on motor transport equipment	E1-E5			
3521-MAIN-1016	Perform maintenance on the transmission on motor transport equipment	E1-E5			
3521-MAIN-1017	Perform maintenance on the transfer case on motor transport equipment	E1-E5			
3521-MAIN-1018	Perform maintenance on the propeller shaft system on transport equipment	E1-E5			
3521-MAIN-1019	Perform maintenance on the brake system on motor transport equipment	E1-E5			
3521-MAIN-1020	Perform maintenance on the parking brake system on motor transport equipment	E1-E5			
3521-MAIN-1021	Perform maintenance on the compressed air system on motor transport equipment	E1-E5			
3521-MAIN-1022	Perform maintenance on the steering system on motor transport equipment	E1-E5			
3521-MAIN-1023	Perform maintenance on the suspension system on motor transport equipment	E1-E5			
3521-MAIN-1024	Perform maintenance on the chassis system on motor transport equipment	E1-E5			
3521-MAIN-1025	Perform maintenance on the hydraulic system on motor transport equipment	E1-E5			
3521-MAIN-1026	Perform maintenance on the Heating Ventilation/Air Conditioning (HVAC) system on motor transport equipment	E1-E5			
3521-MAIN-1027	Perform maintenance on the cold start system on motor transport equipment	E1-E5			
3521-MAIN-1028	Perform maintenance on the engine on motor transport equipment	E1-E5			
3521-MAIN-1029	Perform maintenance on the Central Tire Inflation System (CTIS) on motor transport equipment	E1-E5			
3521-MAIN-1030	Perform maintenance on the axle system on motor transport equipment	E1-E5			
3521-MAIN-1031	Perform maintenance on the electrical system on motor transport equipment	E1-E5			
3521-MAIN-1032	Replace the engine on motor transport equipment	E1-E5			
3521-MAIN-1033	Replace the transmission on motor transport equipment	E1-E5			
3521-MAIN-1034	Perform Preventative Maintenance Checks and Services (PMCS) on motor transport equipment	E1-E5			
3521-MAIN-1035	Perform maintenance on the fire suppression system	E1-E5			
3521-ADMN-2001	Perform Maintenance Automated Information System (MAIS) related functions	E4-E5			
3521-ADMN-2002	Determine maintenance resources	E4-E5			
3521-ADMN-2003	Process equipment through the maintenance phases	E4-E5			
3521-ADMN-2004	Manage motor transport maintenance records	E4-E5			
3521-ADMN-2005	Validate supply requirements	E4-E5			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3521-ADMN-2006	Manage a publication library	E4-E5			
3521-ADMN-2007	Maintain a section modification control program	E4-E5			
3521-ADMN-2008	Maintain a section calibration control program	E4-E5			
3521-ADMN-2009	Maintain a section Pre-Expended Bins (PEB)	E4-E5			
3521-ADMN-2010	Research maintenance information	E4-E5			
3521-ADMN-2011	Reconcile supply requirements	E4-E5			
3521-ADMN-2012	Handle hazardous material	E4-E5			
3521-ADMN-2013	Process equipment lubricants through the Joint Oil Analysis Program (JOAP)	E4-E5			
3521-MAIN-2001	Perform a Limited Technical Inspection (LTI)	E4-E5			
3521-MAIN-2002	Perform maintenance on low density equipment	E4-E5			
3521-MAIN-2003	Perform maintenance on the Load Handling System (LHS) on motor transport equipment	E4-E5			
3521-OPER-2001	Conduct emergency procedures on motor transport equipment	E4-E5			
AMOS 3522 - Intermediate Automotive Technician *Note: AMOS is being consolidated under the AMTCC and is scheduled to be removed from the MOS Manual					
3522-MAIN-2001	Repair engines commonly found in tactical equipment	E3-E5			
3522-MAIN-2002	Repair transmissions commonly found in motor transport equipment	E3-E5			
3522-MAIN-2003	Repair transfers commonly found in motor transport equipment	E3-E5			
3522-MAIN-2004	Repair geared hubs on motor transport equipment	E3-E5			
3522-MAIN-2005	Repair axle/differential assemblies on motor transport equipment	E3-E5			
3522-MAIN-2006	Repair winches on motor transport equipment	E3-E5			
3522-MAIN-2007	Repair hydraulic system components on motor transport equipment	E3-E5			
3522-MAIN-2008	Repair steering system components on motor transport equipment	E3-E5			
AMOS 3524 - Fuel and Electric Systems Technician					
3524-MAIN-2001	Perform maintenance on fuel system test equipment	E3-E5			
3524-MAIN-2002	Perform maintenance on Alternator/Generator/Regulator and Starter test stand (AGRS)	E3-E5			
3524-MAIN-2003	Repair a turbocharger	E3-E5			
3524-MAIN-2004	Repair a blower	E3-E5			
3524-MAIN-2005	Repair a starter	E3-E5			
3524-MAIN-2006	Repair a generator	E3-E5			
3524-MAIN-2007	Conduct test on voltage regulator	E3-E5			
3524-MAIN-2008	Repair an alternator	E3-E5			
3524-MAIN-2009	Repair personnel heater	E3-E5			
3524-MAIN-2010	Repair a nozzle	E3-E5			
3524-MAIN-2011	Repair an injector	E3-E5			
3524-MAIN-2012	Repair a fuel pump	E3-E5			
3524-MAIN-2013	Repair a fuel injection pump	E3-E5			
AMOS 3526 - P-19 Fire Rescue Vehicle Technician					
3526-MAIN-2001	Operate the truck firefighting system	E3-E7			
3526-MAIN-2002	Preventive Maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2003	Operate the truck in conjunction with road testing	E3-E7			
3526-MAIN-2004	Operate the structural panel	E3-E7			
3526-MAIN-2005	Perform maintenance on the wiring/lighting system	E3-E7			
3526-MAIN-2006	Perform maintenance on the cranking system	E3-E7			
3526-MAIN-2007	Perform maintenance on the charging system	E3-E7			
3526-MAIN-2008	Perform maintenance on the air induction system	E3-E7			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3526-MAIN-2009	Perform maintenance on the compressed air brake system	E3-E7			
3526-MAIN-2010	Perform maintenance on the exhaust system	E3-E7			
3526-MAIN-2011	Perform maintenance on the fuel system	E3-E7			
3526-MAIN-2012	Perform maintenance on the cold start system	E3-E7			
3526-MAIN-2013	Perform maintenance on the hub assemblies	E3-E7			
3526-MAIN-2014	Perform maintenance on the drive train	E3-E7			
3526-MAIN-2015	Perform maintenance on the cooling system	E3-E7			
3526-MAIN-2016	Perform maintenance on the suspension system	E3-E7			
3526-MAIN-2017	Perform maintenance on the tire/wheel assembly	E3-E7			
3526-MAIN-2018	Perform maintenance on the fire fighting systems	E3-E7			
3526-MAIN-2019	Perform maintenance on the steering system	E3-E7			
3526-MAIN-2020	Repair firefighting system components	E3-E7			
3526-MAIN-2021	Perform scheduled Preventive maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2022	Perform maintenance on the winterization system	E3-E7			
3526-MAIN-2023	Perform maintenance on the agent delivery system	E3-E7			
3526-MAIN-2024	Perform maintenance on the structural panel	E3-E7			
3526-MAIN-2025	Perform maintenance on the power divider	E3-E7			
3526-MAIN-2026	Perform maintenance on the water delivery pump	E3-E7			
3526-MAIN-2027	Perform maintenance on the water pump assembly	E3-E7			
MOS 3529 – Motor Transport Maintenance Chief					
3529-ADMN-2101	Conduct a motor transport vehicle accident investigation	E6-E9			
3529-ADMN-2102	Research maintenance information	E6-E9			
3529-ADMN-2103	Prepare motor transport related correspondence	E6-E9			
3529-ADMN-2104	Direct the use of motor transport maintenance records	E6-E9			
3529-ADMN-2105	Manage a section Pre-Expend Bins (PEB)	E6-E9			
3529-ADMN-2106	Establish motor transport resources requirements plan	E6-E9			
3529-ADMN-2107	Supervise a publication control library	E6-E9			
3529-ADMN-2108	Submit a Product Quality Deficiency Report (PQDR)	E6-E9			
3529-ADMN-2109	Maintain a Consolidated Memorandum Receipts (CMR) account	E6-E9			
3529-ADMN-2110	Direct Marine Corps Maintenance Management System procedures for unique maintenance requirements	E6-E9			
3529-ADMN-2111	Manage tool control	E6-E9			
3529-ADMN-2112	Manage shop safety programs	E6-E9			
3529-ADMN-2113	Reconcile supply requirements	E6-E9			
3529-ADMN-2114	Manage a section calibration control program	E6-E9			
3529-ADMN-2115	Manage a section modification control program	E6-E9			
3529-ADMN-2116	Manage a section's hazardous material/hazardous waste site	E6-E9			
3529-ADMN-2117	Conduct Maintenance Automated Information System functions	E6-E9			
3529-ADMN-2118	Validate supply requirements	E6-E9			
3529-MAIN-2201	Supervise the processing of equipment through maintenance phases	E6-E9			
3529-MAIN-2202	Direct corrective maintenance requirements for motor transport equipment	E6-E9			
3529-MAIN-2203	Select motor transport equipment for participation in maintenance related programs	E6-E9			
3529-MAIN-2204	Supervise Preventive Maintenance Checks and Services (PMCS) on motor transport equipment	E6-E9			
3529-MAIN-2205	Direct maintenance functions in convoy operations	E6-E9			
3529-OPER-2301	Direct the preparation of maintenance support equipment for embarkation	E6-E9			
3529-OPER-2302	Prepare Motor Transport maintenance appendix 12 to annex D	E6-E9			
3529-OPER-2303	Direct camouflaging of motor transport equipment	E6-E9			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3529-OPER-2304	Establish a tactical motor transport maintenance facility	E6-E9			
3529-OPER-2305	Manage tactical movement using an automated information system	E6-E9			



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Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
MOS 3521 - Organizational Automotive Technician					
3521-MAIN-1001	Conduct road test on motor transport tactical vehicle	E1-E5			
3521-MAIN-1002	Demonstrate the proper use of tools	E1-E5			
3521-MAIN-1003	Install automotive components with threaded fasteners	E1-E5			
3521-MAIN-1004	Connect automotive components with tubing and tube fittings	E1-E5			
3521-MAIN-1005	Perform electrical wiring repair	E1-E5			
3521-MAIN-1006	Apply shop safety precautions	E1-E5			
3521-MAIN-1007	Apply the proper vehicle lubricant	E1-E5			
3521-MAIN-1008	Interpret automotive schematics	E1-E5			
3521-MAIN-1009	Perform maintenance on the air induction system on motor transport equipment	E1-E5			
3521-MAIN-1010	Perform maintenance on the exhaust system on motor transport equipment	E1-E5			
3521-MAIN-1011	Perform maintenance on the cooling system on motor transport equipment	E1-E5			
3521-MAIN-1012	Perform maintenance on the battery system on motor transport equipment	E1-E5			
3521-MAIN-1013	Perform maintenance on the starting system on motor transport equipment	E1-E5			
3521-MAIN-1014	Perform maintenance on the charging system on motor transport equipment	E1-E5			
3521-MAIN-1015	Perform maintenance on the fuel system on motor transport equipment	E1-E5			
3521-MAIN-1016	Perform maintenance on the transmission on motor transport equipment	E1-E5			
3521-MAIN-1017	Perform maintenance on the transfer case on motor transport equipment	E1-E5			
3521-MAIN-1018	Perform maintenance on the propeller shaft system on transport equipment	E1-E5			
3521-MAIN-1019	Perform maintenance on the brake system on motor transport equipment	E1-E5			
3521-MAIN-1020	Perform maintenance on the parking brake system on motor transport equipment	E1-E5			
3521-MAIN-1021	Perform maintenance on the compressed air system on motor transport equipment	E1-E5			
3521-MAIN-1022	Perform maintenance on the steering system on motor transport equipment	E1-E5			
3521-MAIN-1023	Perform maintenance on the suspension system on motor transport equipment	E1-E5			
3521-MAIN-1024	Perform maintenance on the chassis system on motor transport equipment	E1-E5			
3521-MAIN-1025	Perform maintenance on the hydraulic system on motor transport equipment	E1-E5			
3521-MAIN-1026	Perform maintenance on the Heating Ventilation/Air Conditioning (HVAC) system on motor transport equipment	E1-E5			
3521-MAIN-1027	Perform maintenance on the cold start system on motor transport equipment	E1-E5			
3521-MAIN-1028	Perform maintenance on the engine on motor transport equipment	E1-E5			
3521-MAIN-1029	Perform maintenance on the Central Tire Inflation System (CTIS) on motor transport equipment	E1-E5			
3521-MAIN-1030	Perform maintenance on the axle system on motor transport equipment	E1-E5			
3521-MAIN-1031	Perform maintenance on the electrical system on motor transport equipment	E1-E5			
3521-MAIN-1032	Replace the engine on motor transport equipment	E1-E5			
3521-MAIN-1033	Replace the transmission on motor transport equipment	E1-E5			
3521-MAIN-1034	Perform Preventative Maintenance Checks and Services (PMCS) on motor transport equipment	E1-E5			
3521-MAIN-1035	Perform maintenance on the fire suppression system	E1-E5			
3521-ADMN-2001	Perform Maintenance Automated Information System (MAIS) related functions	E4-E5			
3521-ADMN-2002	Determine maintenance resources	E4-E5			
3521-ADMN-2003	Process equipment through the maintenance phases	E4-E5			
3521-ADMN-2004	Manage motor transport maintenance records	E4-E5			
3521-ADMN-2005	Validate supply requirements	E4-E5			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3521-ADMN-2006	Manage a publication library	E4-E5			
3521-ADMN-2007	Maintain a section modification control program	E4-E5			
3521-ADMN-2008	Maintain a section calibration control program	E4-E5			
3521-ADMN-2009	Maintain a section Pre-Expended Bins (PEB)	E4-E5			
3521-ADMN-2010	Research maintenance information	E4-E5			
3521-ADMN-2011	Reconcile supply requirements	E4-E5			
3521-ADMN-2012	Handle hazardous material	E4-E5			
3521-ADMN-2013	Process equipment lubricants through the Joint Oil Analysis Program (JOAP)	E4-E5			
3521-MAIN-2001	Perform a Limited Technical Inspection (LTI)	E4-E5			
3521-MAIN-2002	Perform maintenance on low density equipment	E4-E5			
3521-MAIN-2003	Perform maintenance on the Load Handling System (LHS) on motor transport equipment	E4-E5			
3521-OPER-2001	Conduct emergency procedures on motor transport equipment	E4-E5			
AMOS 3522 - Intermediate Automotive Technician *Note: AMOS is being consolidated under the AMTCC and is scheduled to be removed from the MOS Manual					
3522-MAIN-2001	Repair engines commonly found in tactical equipment	E3-E5			
3522-MAIN-2002	Repair transmissions commonly found in motor transport equipment	E3-E5			
3522-MAIN-2003	Repair transfers commonly found in motor transport equipment	E3-E5			
3522-MAIN-2004	Repair geared hubs on motor transport equipment	E3-E5			
3522-MAIN-2005	Repair axle/differential assemblies on motor transport equipment	E3-E5			
3522-MAIN-2006	Repair winches on motor transport equipment	E3-E5			
3522-MAIN-2007	Repair hydraulic system components on motor transport equipment	E3-E5			
3522-MAIN-2008	Repair steering system components on motor transport equipment	E3-E5			
AMOS 3524 - Fuel and Electric Systems Technician					
3524-MAIN-2001	Perform maintenance on fuel system test equipment	E3-E5			
3524-MAIN-2002	Perform maintenance on Alternator/Generator/Regulator and Starter test stand (AGRS)	E3-E5			
3524-MAIN-2003	Repair a turbocharger	E3-E5			
3524-MAIN-2004	Repair a blower	E3-E5			
3524-MAIN-2005	Repair a starter	E3-E5			
3524-MAIN-2006	Repair a generator	E3-E5			
3524-MAIN-2007	Conduct test on voltage regulator	E3-E5			
3524-MAIN-2008	Repair an alternator	E3-E5			
3524-MAIN-2009	Repair personnel heater	E3-E5			
3524-MAIN-2010	Repair a nozzle	E3-E5			
3524-MAIN-2011	Repair an injector	E3-E5			
3524-MAIN-2012	Repair a fuel pump	E3-E5			
3524-MAIN-2013	Repair a fuel injection pump	E3-E5			
AMOS 3526 - P-19 Fire Rescue Vehicle Technician					
3526-MAIN-2001	Operate the truck firefighting system	E3-E7			
3526-MAIN-2002	Preventive Maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2003	Operate the truck in conjunction with road testing	E3-E7			
3526-MAIN-2004	Operate the structural panel	E3-E7			
3526-MAIN-2005	Perform maintenance on the wiring/lighting system	E3-E7			
3526-MAIN-2006	Perform maintenance on the cranking system	E3-E7			
3526-MAIN-2007	Perform maintenance on the charging system	E3-E7			
3526-MAIN-2008	Perform maintenance on the air induction system	E3-E7			

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Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3526-MAIN-2009	Perform maintenance on the compressed air brake system	E3-E7			
3526-MAIN-2010	Perform maintenance on the exhaust system	E3-E7			
3526-MAIN-2011	Perform maintenance on the fuel system	E3-E7			
3526-MAIN-2012	Perform maintenance on the cold start system	E3-E7			
3526-MAIN-2013	Perform maintenance on the hub assemblies	E3-E7			
3526-MAIN-2014	Perform maintenance on the drive train	E3-E7			
3526-MAIN-2015	Perform maintenance on the cooling system	E3-E7			
3526-MAIN-2016	Perform maintenance on the suspension system	E3-E7			
3526-MAIN-2017	Perform maintenance on the tire/wheel assembly	E3-E7			
3526-MAIN-2018	Perform maintenance on the fire fighting systems	E3-E7			
3526-MAIN-2019	Perform maintenance on the steering system	E3-E7			
3526-MAIN-2020	Repair firefighting system components	E3-E7			
3526-MAIN-2021	Perform scheduled Preventive maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2022	Perform maintenance on the winterization system	E3-E7			
3526-MAIN-2023	Perform maintenance on the agent delivery system	E3-E7			
3526-MAIN-2024	Perform maintenance on the structural panel	E3-E7			
3526-MAIN-2025	Perform maintenance on the power divider	E3-E7			
3526-MAIN-2026	Perform maintenance on the water delivery pump	E3-E7			
3526-MAIN-2027	Perform maintenance on the water pump assembly	E3-E7			
MOS 3529 – Motor Transport Maintenance Chief					
3529-ADMN-2101	Conduct a motor transport vehicle accident investigation	E6-E9			
3529-ADMN-2102	Research maintenance information	E6-E9			
3529-ADMN-2103	Prepare motor transport related correspondence	E6-E9			
3529-ADMN-2104	Direct the use of motor transport maintenance records	E6-E9			
3529-ADMN-2105	Manage a section Pre-Expend Bins (PEB)	E6-E9			
3529-ADMN-2106	Establish motor transport resources requirements plan	E6-E9			
3529-ADMN-2107	Supervise a publication control library	E6-E9			
3529-ADMN-2108	Submit a Product Quality Deficiency Report (PQDR)	E6-E9			
3529-ADMN-2109	Maintain a Consolidated Memorandum Receipts (CMR) account	E6-E9			
3529-ADMN-2110	Direct Marine Corps Maintenance Management System procedures for unique maintenance requirements	E6-E9			
3529-ADMN-2111	Manage tool control	E6-E9			
3529-ADMN-2112	Manage shop safety programs	E6-E9			
3529-ADMN-2113	Reconcile supply requirements	E6-E9			
3529-ADMN-2114	Manage a section calibration control program	E6-E9			
3529-ADMN-2115	Manage a section modification control program	E6-E9			
3529-ADMN-2116	Manage a section's hazardous material/hazardous waste site	E6-E9			
3529-ADMN-2117	Conduct Maintenance Automated Information System functions	E6-E9			
3529-ADMN-2118	Validate supply requirements	E6-E9			
3529-MAIN-2201	Supervise the processing of equipment through maintenance phases	E6-E9			
3529-MAIN-2202	Direct corrective maintenance requirements for motor transport equipment	E6-E9			
3529-MAIN-2203	Select motor transport equipment for participation in maintenance related programs	E6-E9			
3529-MAIN-2204	Supervise Preventive Maintenance Checks and Services (PMCS) on motor transport equipment	E6-E9			
3529-MAIN-2205	Direct maintenance functions in convoy operations	E6-E9			
3529-OPER-2301	Direct the preparation of maintenance support equipment for embarkation	E6-E9			
3529-OPER-2302	Prepare Motor Transport maintenance appendix 12 to annex D	E6-E9			
3529-OPER-2303	Direct camouflaging of motor transport equipment	E6-E9			

Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3529-OPER-2304	Establish a tactical motor transport maintenance facility	E6-E9			
3529-OPER-2305	Manage tactical movement using an automated information system	E6-E9			



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Training & Readiness Logbook

Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
MOS 3521 - Organizational Automotive Technician					
3521-MAIN-1001	Conduct road test on motor transport tactical vehicle	E1-E5			
3521-MAIN-1002	Demonstrate the proper use of tools	E1-E5			
3521-MAIN-1003	Install automotive components with threaded fasteners	E1-E5			
3521-MAIN-1004	Connect automotive components with tubing and tube fittings	E1-E5			
3521-MAIN-1005	Perform electrical wiring repair	E1-E5			
3521-MAIN-1006	Apply shop safety precautions	E1-E5			
3521-MAIN-1007	Apply the proper vehicle lubricant	E1-E5			
3521-MAIN-1008	Interpret automotive schematics	E1-E5			
3521-MAIN-1009	Perform maintenance on the air induction system on motor transport equipment	E1-E5			
3521-MAIN-1010	Perform maintenance on the exhaust system on motor transport equipment	E1-E5			
3521-MAIN-1011	Perform maintenance on the cooling system on motor transport equipment	E1-E5			
3521-MAIN-1012	Perform maintenance on the battery system on motor transport equipment	E1-E5			
3521-MAIN-1013	Perform maintenance on the starting system on motor transport equipment	E1-E5			
3521-MAIN-1014	Perform maintenance on the charging system on motor transport equipment	E1-E5			
3521-MAIN-1015	Perform maintenance on the fuel system on motor transport equipment	E1-E5			
3521-MAIN-1016	Perform maintenance on the transmission on motor transport equipment	E1-E5			
3521-MAIN-1017	Perform maintenance on the transfer case on motor transport equipment	E1-E5			
3521-MAIN-1018	Perform maintenance on the propeller shaft system on transport equipment	E1-E5			
3521-MAIN-1019	Perform maintenance on the brake system on motor transport equipment	E1-E5			
3521-MAIN-1020	Perform maintenance on the parking brake system on motor transport equipment	E1-E5			
3521-MAIN-1021	Perform maintenance on the compressed air system on motor transport equipment	E1-E5			
3521-MAIN-1022	Perform maintenance on the steering system on motor transport equipment	E1-E5			
3521-MAIN-1023	Perform maintenance on the suspension system on motor transport equipment	E1-E5			
3521-MAIN-1024	Perform maintenance on the chassis system on motor transport equipment	E1-E5			
3521-MAIN-1025	Perform maintenance on the hydraulic system on motor transport equipment	E1-E5			
3521-MAIN-1026	Perform maintenance on the Heating Ventilation/Air Conditioning (HVAC) system on motor transport equipment	E1-E5			
3521-MAIN-1027	Perform maintenance on the cold start system on motor transport equipment	E1-E5			
3521-MAIN-1028	Perform maintenance on the engine on motor transport equipment	E1-E5			
3521-MAIN-1029	Perform maintenance on the Central Tire Inflation System (CTIS) on motor transport equipment	E1-E5			
3521-MAIN-1030	Perform maintenance on the axle system on motor transport equipment	E1-E5			
3521-MAIN-1031	Perform maintenance on the electrical system on motor transport equipment	E1-E5			
3521-MAIN-1032	Replace the engine on motor transport equipment	E1-E5			
3521-MAIN-1033	Replace the transmission on motor transport equipment	E1-E5			
3521-MAIN-1034	Perform Preventative Maintenance Checks and Services (PMCS) on motor transport equipment	E1-E5			
3521-MAIN-1035	Perform maintenance on the fire suppression system	E1-E5			
3521-ADMN-2001	Perform Maintenance Automated Information System (MAIS) related functions	E4-E5			
3521-ADMN-2002	Determine maintenance resources	E4-E5			
3521-ADMN-2003	Process equipment through the maintenance phases	E4-E5			
3521-ADMN-2004	Manage motor transport maintenance records	E4-E5			
3521-ADMN-2005	Validate supply requirements	E4-E5			

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Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3521-ADMN-2006	Manage a publication library	E4-E5			
3521-ADMN-2007	Maintain a section modification control program	E4-E5			
3521-ADMN-2008	Maintain a section calibration control program	E4-E5			
3521-ADMN-2009	Maintain a section Pre-Expended Bins (PEB)	E4-E5			
3521-ADMN-2010	Research maintenance information	E4-E5			
3521-ADMN-2011	Reconcile supply requirements	E4-E5			
3521-ADMN-2012	Handle hazardous material	E4-E5			
3521-ADMN-2013	Process equipment lubricants through the Joint Oil Analysis Program (JOAP)	E4-E5			
3521-MAIN-2001	Perform a Limited Technical Inspection (LTI)	E4-E5			
3521-MAIN-2002	Perform maintenance on low density equipment	E4-E5			
3521-MAIN-2003	Perform maintenance on the Load Handling System (LHS) on motor transport equipment	E4-E5			
3521-OPER-2001	Conduct emergency procedures on motor transport equipment	E4-E5			
AMOS 3522 - Intermediate Automotive Technician *Note: AMOS is being consolidated under the AMTCC and is scheduled to be removed from the MOS Manual					
3522-MAIN-2001	Repair engines commonly found in tactical equipment	E3-E5			
3522-MAIN-2002	Repair transmissions commonly found in motor transport equipment	E3-E5			
3522-MAIN-2003	Repair transfers commonly found in motor transport equipment	E3-E5			
3522-MAIN-2004	Repair geared hubs on motor transport equipment	E3-E5			
3522-MAIN-2005	Repair axle/differential assemblies on motor transport equipment	E3-E5			
3522-MAIN-2006	Repair winches on motor transport equipment	E3-E5			
3522-MAIN-2007	Repair hydraulic system components on motor transport equipment	E3-E5			
3522-MAIN-2008	Repair steering system components on motor transport equipment	E3-E5			
AMOS 3524 - Fuel and Electric Systems Technician					
3524-MAIN-2001	Perform maintenance on fuel system test equipment	E3-E5			
3524-MAIN-2002	Perform maintenance on Alternator/Generator/Regulator and Starter test stand (AGRS)	E3-E5			
3524-MAIN-2003	Repair a turbocharger	E3-E5			
3524-MAIN-2004	Repair a blower	E3-E5			
3524-MAIN-2005	Repair a starter	E3-E5			
3524-MAIN-2006	Repair a generator	E3-E5			
3524-MAIN-2007	Conduct test on voltage regulator	E3-E5			
3524-MAIN-2008	Repair an alternator	E3-E5			
3524-MAIN-2009	Repair personnel heater	E3-E5			
3524-MAIN-2010	Repair a nozzle	E3-E5			
3524-MAIN-2011	Repair an injector	E3-E5			
3524-MAIN-2012	Repair a fuel pump	E3-E5			
3524-MAIN-2013	Repair a fuel injection pump	E3-E5			
AMOS 3526 - P-19 Fire Rescue Vehicle Technician					
3526-MAIN-2001	Operate the truck firefighting system	E3-E7			
3526-MAIN-2002	Preventive Maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2003	Operate the truck in conjunction with road testing	E3-E7			
3526-MAIN-2004	Operate the structural panel	E3-E7			
3526-MAIN-2005	Perform maintenance on the wiring/lighting system	E3-E7			
3526-MAIN-2006	Perform maintenance on the cranking system	E3-E7			
3526-MAIN-2007	Perform maintenance on the charging system	E3-E7			
3526-MAIN-2008	Perform maintenance on the air induction system	E3-E7			

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Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3526-MAIN-2009	Perform maintenance on the compressed air brake system	E3-E7			
3526-MAIN-2010	Perform maintenance on the exhaust system	E3-E7			
3526-MAIN-2011	Perform maintenance on the fuel system	E3-E7			
3526-MAIN-2012	Perform maintenance on the cold start system	E3-E7			
3526-MAIN-2013	Perform maintenance on the hub assemblies	E3-E7			
3526-MAIN-2014	Perform maintenance on the drive train	E3-E7			
3526-MAIN-2015	Perform maintenance on the cooling system	E3-E7			
3526-MAIN-2016	Perform maintenance on the suspension system	E3-E7			
3526-MAIN-2017	Perform maintenance on the tire/wheel assembly	E3-E7			
3526-MAIN-2018	Perform maintenance on the fire fighting systems	E3-E7			
3526-MAIN-2019	Perform maintenance on the steering system	E3-E7			
3526-MAIN-2020	Repair firefighting system components	E3-E7			
3526-MAIN-2021	Perform scheduled Preventive maintenance Checks and Services (PMCS)	E3-E7			
3526-MAIN-2022	Perform maintenance on the winterization system	E3-E7			
3526-MAIN-2023	Perform maintenance on the agent delivery system	E3-E7			
3526-MAIN-2024	Perform maintenance on the structural panel	E3-E7			
3526-MAIN-2025	Perform maintenance on the power divider	E3-E7			
3526-MAIN-2026	Perform maintenance on the water delivery pump	E3-E7			
3526-MAIN-2027	Perform maintenance on the water pump assembly	E3-E7			
MOS 3529 – Motor Transport Maintenance Chief					
3529-ADMN-2101	Conduct a motor transport vehicle accident investigation	E6-E9			
3529-ADMN-2102	Research maintenance information	E6-E9			
3529-ADMN-2103	Prepare motor transport related correspondence	E6-E9			
3529-ADMN-2104	Direct the use of motor transport maintenance records	E6-E9			
3529-ADMN-2105	Manage a section Pre-Expend Bins (PEB)	E6-E9			
3529-ADMN-2106	Establish motor transport resources requirements plan	E6-E9			
3529-ADMN-2107	Supervise a publication control library	E6-E9			
3529-ADMN-2108	Submit a Product Quality Deficiency Report (PQDR)	E6-E9			
3529-ADMN-2109	Maintain a Consolidated Memorandum Receipts (CMR) account	E6-E9			
3529-ADMN-2110	Direct Marine Corps Maintenance Management System procedures for unique maintenance requirements	E6-E9			
3529-ADMN-2111	Manage tool control	E6-E9			
3529-ADMN-2112	Manage shop safety programs	E6-E9			
3529-ADMN-2113	Reconcile supply requirements	E6-E9			
3529-ADMN-2114	Manage a section calibration control program	E6-E9			
3529-ADMN-2115	Manage a section modification control program	E6-E9			
3529-ADMN-2116	Manage a section's hazardous material/hazardous waste site	E6-E9			
3529-ADMN-2117	Conduct Maintenance Automated Information System functions	E6-E9			
3529-ADMN-2118	Validate supply requirements	E6-E9			
3529-MAIN-2201	Supervise the processing of equipment through maintenance phases	E6-E9			
3529-MAIN-2202	Direct corrective maintenance requirements for motor transport equipment	E6-E9			
3529-MAIN-2203	Select motor transport equipment for participation in maintenance related programs	E6-E9			
3529-MAIN-2204	Supervise Preventive Maintenance Checks and Services (PMCS) on motor transport equipment	E6-E9			
3529-MAIN-2205	Direct maintenance functions in convoy operations	E6-E9			
3529-OPER-2301	Direct the preparation of maintenance support equipment for embarkation	E6-E9			
3529-OPER-2302	Prepare Motor Transport maintenance appendix 12 to annex D	E6-E9			
3529-OPER-2303	Direct camouflaging of motor transport equipment	E6-E9			

Training & Readiness Logbook

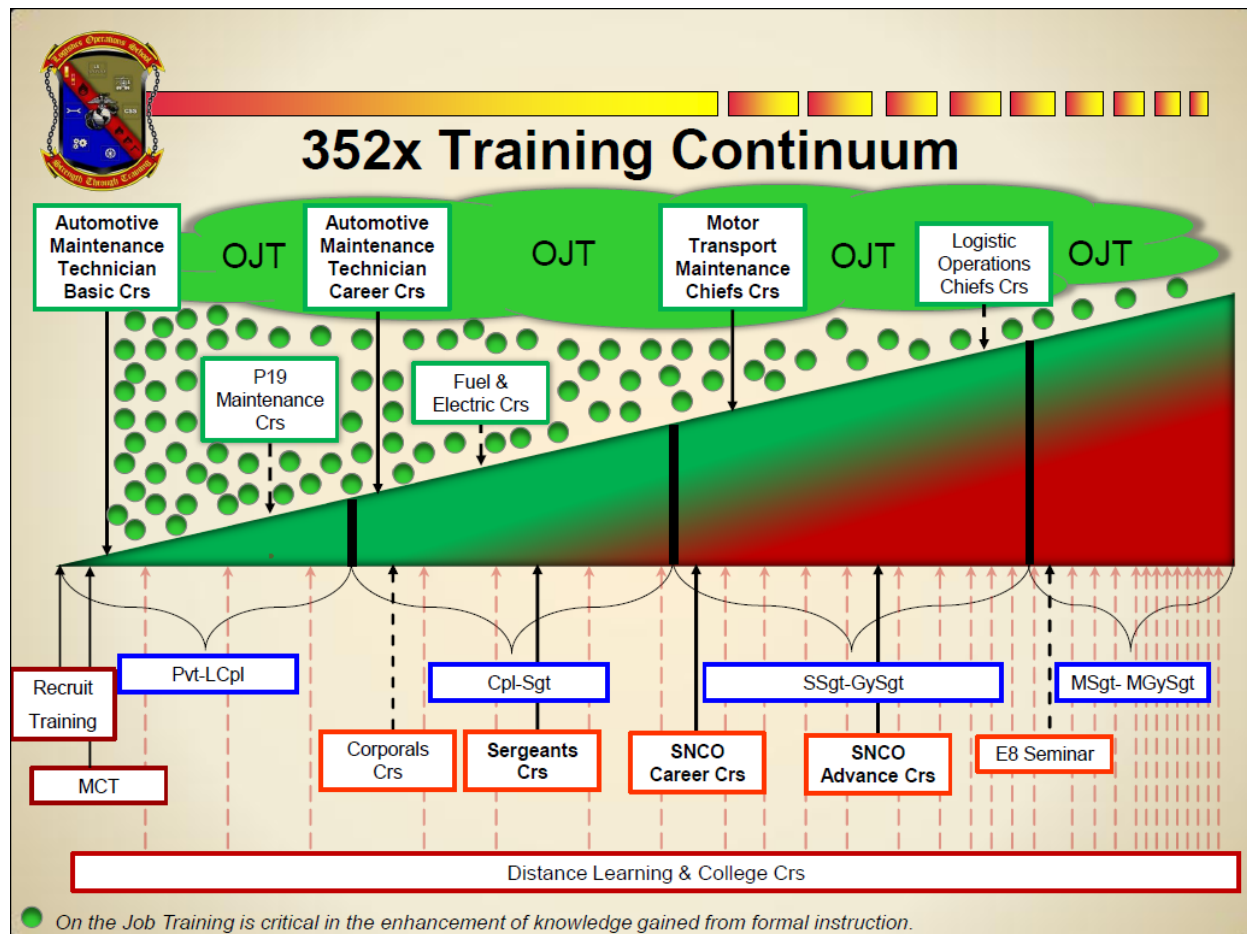
Event Code	Event Title	Grade	Mast Y/N	MM/YY	Verified By
3529-OPER-2304	Establish a tactical motor transport maintenance facility	E6-E9			
3529-OPER-2305	Manage tactical movement using an automated information system	E6-E9			



Professional and Personal Development



Development



PRIVATE – LANCE CORPORAL

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CID
LOGISTICS VEHICLE SYSTEM MAINTENANCE	CAMP LEJEUNE, NC	M03MBC7
A/S 32P-19 FIRE TRUCK O/I MAINTENANCE	PORT HUENEME, CA	F29MBA1

RECOMMENDED BILLET ASSIGNMENTS

Description	LEVEL	DURATION	RANK
MOTOR TRANSPORT AUTOMOTIVE TECHNICIAN	USMC	LIFETIME	PVT-LCPL
TOOL ROOM CLERK	PLATOON	6 MONTHS	LCPL
PUBLICATIONS CLERK	PLATOON	6 MONTHS	LCPL
LAYETTES / PEB CLERK	PLATOON	6 MONTHS	LCPL
HAZMAT / SAFETY CLERK	PLATOON	6 MONTHS	LCPL
TRAINING CLERK	PLATOON/COMPANY	6 MONTHS	LCPL
EMBARKATION CLERK	PLATOON/COMPANY	6 MONTHS	LCPL
LINE MECHANIC	OPERATIONS	6 MONTHS	LCPL

EXCEPTION AND FREE BILLETS

Rank	Description
LCPL	MARINE SECURITY GUARD (MSG) (8156)
LCPL	MARINE CORPS SECURITY FORCE GUARD (MCSFG) (8152)
LCPL	MARINE CORPS SECURITY FORCE CLOSE QUARTERS (MCSFCQ) (8154)

REQUIRED PME (REF: MCO P1553.4)

Rank	Course Number	Description
LCPL	0037P	LEADING MARINES
LCPL		LOCAL LANCE CORPORAL SEMINAR

PROFESSIONAL READING

Title	Author
First to Fight	Victor Krulak
MCDP 1 - War fighting	U.S. Marine Corps
The Ugly American	W. J. Lederer and E. Burdick
Enders Game	Orson Scott Card
A Message to Garcia	Elbert Hubbard
Rifleman Dodd	C.S. Forster
The Soldier's Load	S.L.A. Marshall

REQUIRED MOS RELATED MCI AND MARINE NET COURSES

Training & Readiness Logbook

Course Title	CID	SITE
IMVOC HMMWV Introduction to the M1123 and (PMCS)	3503AO	MARINE NET
IMVOC HMMWV Operating the M1123 under Usual Conditions	3504AO	MARINE NET
IMVOC HMMWV Operational Forms	3505AO	MARINE NET
IMVOC HMMWV Operating the M1123 under unusual conditions	3506AO	MARINE NET
IMVOC HMMWV Technical Publications	3507AO	MARINE NET
IMVOC HMMWV Operator Maintenance Tasks	3508AO	MARINE NET
IMVOC HMMWV Strip Maps and Convoy	3509AO	MARINE NET
IMOVOC MK Vehicles intro to MK Series Vehicle Training	3510AO	MARINE NET
IMOVOC MK Vehicles Operating the MK 23 under Usual Conditions	3511AO	MARINE NET
IMOVOC MK Vehicles Operating the MK 23 under Unusual Conditions	3512AO	MARINE NET
IMOVOC MK Vehicles Operating the MK 23 Vehicle Off-road	3513AO	MARINE NET
TROUBLESHOOTING THE M998 ELECTRICAL SYSTEM	3521AP	MCI
M1123 AIR INDUCTION SYSTEM	3525AO	MARINE NET
M1123 BATTERY, STARTING, AND CHARGING SYSTEMS	3528AO	MARINE NET
M1123 ENGINE LUBRICATION SYSTEM	3531AO	MARINE NET
M1123 EXHAUST SYSTEM	3526AO	MARINE NET
M1123 FUEL SYSTEM	3527AO	MARINE NET
M1123 PARKING BRAKE SYSTEM	3530AO	MARINE NET
M1123 SERVICE BRAKE SYSTEM	3529AO	MARINE NET
VADS DIAGNOSTIC PROCEDURES FOR THE HMMWV	3532AO	MARINE NET
MK23 ANNUAL PMCS REQUIREMENTS	3524AO	MARINE NET
MK23 INTERACTIVE ELECTRONIC TECHNICAL MANUALS (IETMS)	3515AO	MARINE NET
MK23 INTRODUCTION TO TESTING PROCEDURES	3517AO	MARINE NET
MK23 INTRODUCTION TO THE MK SERIES VEHICLES	3514AO	MARINE NET
MK23 BRAKE SYSTEM	3520AO	MARINE NET
MK23 CATERPILLAR C-12 ENGINE	3518AO	MARINE NET
MK23 CHASSIS, SUSPENSION, AND STEERING	3523AO	MARINE NET
MK23 CTIS OPERATION, TROUBLESHOOTING, AND MAINTENANCE	3521AO	MARINE NET
MK23 DRIVE TRAIN	3522AO	MARINE NET
MK23 ELECTRICAL SYSTEMS	3516AO	MARINE NET
MK23 PNEUMATIC SYSTEM	3519AO	MARINE NET
AUTOMOTIVE POWER TRAINS	359FP	MCI
AUTOMOTIVE FUEL AND EXHAUST SYSTEMS	3525BP	MCI
AUTOMOTIVE BRAKE SYSTEMS	3515BP	MCI
COOLING AND LUBRICATION SYSTEM MAINTENANCE	3513BP	MCI

RECOMMENDED MCI AND MARINE NET COURSES

Course Title	CID	SITE
MIMMS (AIS)	0410C	MCI
RECOGNITION OF COMBAT VEHICLES - VISIBLE (WEB)	WF01AO	MCI
COMMUNICATIONS SECURITY	2525P	MCI
THE MARINE CORPS PUBLICATIONS AND DIRECTIVES SYSTEM	0416BP	MCI
SECURE A ROUTE (ARMY) COURSE	3501AO	MARINE NET
HAZARDOUS MATERIAL/HAZARDOUS WASTE MARINE (WEB)	0055O	MCI
TERRORISM AWARENESS FOR MARINES	0210BP	MCI
PERSONAL FINANCIAL MANAGEMENT (CD)	3425AC	MCI
MATH FOR MARINES	1334HP	MCI
BASIC NUTRITION	3316EP	MCI
SPELLING	0118KP	MCI
PUNCTUATION	0119HP	MCI

Training & Readiness Logbook

SINGLE CHANNEL GROUND AIRBORNE RADIO SYSTEM
THE MARINE RIFLEMAN: COMBAT SKILLS
DRIVING FOR LIFE

2538AP
0370BP
DI510E

MCI
MCI
MARINE NET



CORPORAL

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CID
AUTOMOTIVE MAINTENANCE TECHNICIAN CAREER COURSE	MCB CAMP LEJEUNE, NC	TBD
FUEL AND ELECTRICAL SYSTEMS COMPONENT REPAIR	MCB CAMP LEJEUNE, NC	M03ACP7

RECOMMENDED BILLET ASSIGNMENTS

Description	LEVEL	DURATION
MOTOR TRANSPORT AUTOMOTIVE TECHNICIAN	USMC	LIFETIME
TOOL ROOM NCOIC	PLATOON	6 MONTHS
PUBLICATIONS NCOIC	PLATOON	6 MONTHS
LAYETTES / PEB NCOIC	PLATOON	6 MONTHS
HAZMAT / SAFETY NCOIC	PLATOON	6 MONTHS
TRAINING NCOIC	PLATOON/COMPANY	6 MONTHS
EMBARKATION NCOIC	PLATOON/COMPANY	6 MONTHS
QUALITY CONTROL INSPECTOR	PLATOON	6 MONTHS
FLOOR CHIEF	PLATOON	6 MONTHS
LINE NCO	OPERATIONS	6 MONTHS

EXCEPTION AND FREE BILLETS

Description
MARINE SECURITY GUARD (MSG) (8156)
MARINE CORPS SECURITY FORCE (MCSF) GUARD (8152)
MARINE CORPS SECURITY FORCE (MCSF) CLOSE QUARTERS (8154)
RECRUITER (8411) Corporals may require an MMEA-85 waiver.
MARINE COMBAT INSTRUCTOR (0913)
MARTIAL ARTS INSTRUCTOR
MARINE CORPS COMBAT MARKSMANSHIP COACH

REQUIRED PME (REF: MCO P1553.4)

Course Number	Description
L9K/MC-1405-0051	COMMAND SPONSORED CORPORALS COURSE

RECOMMENDED PME (REF: MCO P1553.4)

Course Number	Description
8010P	SERGEANTS DISTANCE EDUCATION PROGRAM

PROFESSIONAL READING

Title	Author
MWCP 6-11 Leading Marines	U.S. Marine Corps (available electronically)
Battle Leadership	Adolph Von Schell
Flags of Our Fathers	James Bradley

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Gates of Fire
Imperial Grunts: The American Military on the Ground
Small Unit Leader's Guide to Counterinsurgency

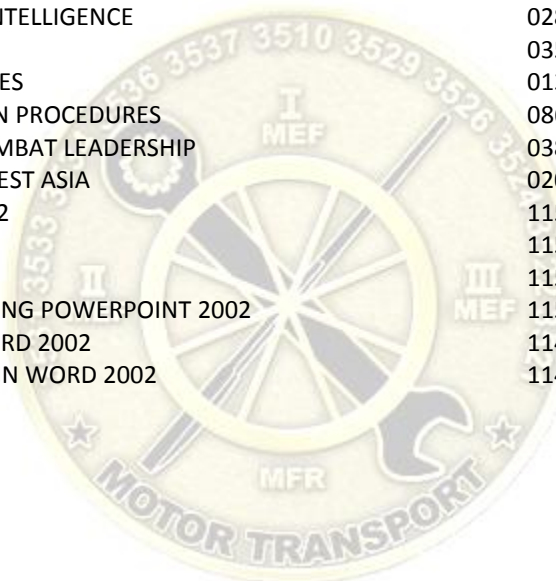
Steven Pressfield
Robert D. Kaplan
U.S. Marine Corps

REQUIRED MOS RELATED MCI AND MARINE NET COURSES

Course Title	CID	SITE
MOTOR TRANSPORT NCO: COMBAT OPERATIONS	3503P	MCI
COUNSELING FOR MARINES	0112CP	MCI

RECOMMENDED MCI AND MARINE NET COURSES

Course Title	CID	SITE
INFANTRY SQUAD LEADER: COMBAT LEADERSHIP	0380AP	MCI
PRINCIPLES OF INSTRUCTION FOR THE MARINE NCO	001AP	MCI
OPERATIONS AGAINST GUERRILLA UNITS	0324GP	MCI
INTRODUCTION TO ELECTRONIC WARFARE	2526BP	MCI
INTRODUCTION TO COMBAT INTELLIGENCE	028BP	MCI
DESERT OPERATIONS	0354BP	MCI
CORRESPONDENCE PROCEDURES	0131HP	MCI
BASIC FORWARD OBSERVATION PROCEDURES	0861P	MCI
INFANTRY SQUAD LEADER: COMBAT LEADERSHIP	0380AP	MCI
INTELLIGENCE BRIEF: SOUTHWEST ASIA	0201P	MCI
BASIC FEATURES OF EXCEL 2002	115096	MARINE NET
OPTIMIZING EXCEL 2002	115117	MARINE NET
INTRODUCING OUTLOOK 2002	115146	MARINE NET
CREATING PRESENTATIONS USING POWERPOINT 2002	115027	MARINE NET
CREATING DOCUMENTS IN WORD 2002	114325	MARINE NET
WORKING WITH DOCUMENTS IN WORD 2002	114346	MARINE NET



SERGEANT**RECOMMENDED SKILL TRAINING**

Course Title	Course Location	CID
ASE CERTIFICATION	LOCAL EDUCATION CENTER	
<ul style="list-style-type: none"> • AUTOMOBILE/LIGHT TRUCK CERTIFICATION TESTS (A SERIES) • AUTOMOBILE SERVICE CONSULTANT TEST (C1) • ALTERNATE FUELS SERIES (F1) • MEDIUM/HEAVY TRUCK TEST SERIES (T SERIES) • TRUCK EQUIPMENT TEST SERIES (E SERIES) • SCHOOL BUS TEST SERIES (S SERIES) • TRANSIT BUS TEST SERIES (H SERIES) • COLLISION REPAIR AND REFINISH TEST SERIES (B SERIES) • DAMAGE ANALYSIS AND ESTIMATING CERTIFICATION (B6) • ENGINE MACHINIST TEST SERIES (M SERIES) • PARTS SPECIALIST (P SERIES) • ADVANCED ENGINE PERFORMANCE SPECIALIST TEST (L1) • ELECTRONIC DIESEL ENGINE DIAGNOSIS SPECIALIST TEST (L2) • UNDERCAR SPECIALIST DESIGNATION (X1) 		

RECOMMENDED BILLET ASSIGNMENTS

Description	LEVEL	DURATION
MOTOR TRANSPORT AUTOMOTIVE TECHNICIAN	USMC	LIFETIME
TOOL ROOM NCOIC	PLATOON	6 MONTHS
PUBLICATIONS NCOIC	PLATOON	6 MONTHS
LAYETTES / PEB NCOIC	PLATOON	6 MONTHS
HAZMAT / SAFETY NCOIC	PLATOON	6 MONTHS
TRAINING NCOIC	COMPANY	6 MONTHS
EMBARKATION NCOIC	COMPANY	6 MONTHS
QUALITY CONTROL NCOIC	PLATOON	6 MONTHS
SHOP CHIEF	PLATOON	6 MONTHS
PLATOON SERGEANT	PLATOON	6 MONTHS

EXCEPTION AND FREE BILLETS

Description
MARINE SECURITY GUARD (MSG) (8156)
MARINE CORPS SECURITY FORCE (MCSF) GUARD (8152)
MARINE CORPS SECURITY FORCE (MCSF) CLOSE QUARTERS (8154)
RECRUITER (8411)
DRILL INSTRUCTOR (8511)
MARINE COMBAT INSTRUCTOR (0913)
MARTIAL ARTS INSTRUCTOR
MARTIAL ARTS INSTRUCTOR TRAINER (MAIT)
MARINE CORPS COMBAT MARKSMANSHIP COACH
<i>Section Note: Marines in the rank of Sergeant and above with a minimum of 8 but no more than 16 years of active naval service, may apply for the technical Warrant Officer program. See SECNAVINST 1120.11A for details.</i>

REQUIRED PME (REF: MCO P1553.4)

Course Number	Description
8010P	SERGEANTS DISTANCE EDUCATION PROGRAM
T4M	SERGEANTS COURSE
<i>Course Note: To attend the resident Sergeants Course, Marines must first complete the Distance Education Sergeants Course.</i>	

RECOMMENDED PME (REF: MCO P1553.4)

Course Number	Description
8100P	THE STAFF NONCOMMISSIONED OFFICERS CAREER DISTANCE EDUCATION PROGRAM
<i>Course Note: Must have completed the 8010 prior to enrolling in this course.</i>	

PROFESSIONAL READING

Title	Author
MCDP 1-3 Tactics	U. S. Marine Corps
The Art of War (Griffith translation is recommended)	Sun Tzu
Tip of the Spear	Sgt G. J. Michaels
Attacks!	Erwin Rommel
With the Old Breed at Pele lieu and Okinawa	E.B. Sledge
The Village	Francis West

RECOMMENDED VOLUNTARY ED MOS-RELATED DL COURSES

Course Title	CID	SITE
Business Management and Leadership Skills General Courses		
Advanced Management Skills Simulation	MGMT002A	Marine Net
A Manager's Primer for Ensuring Accountability	MGMT0115	Marine Net
Competencies for Tomorrow's Managers	MGMT0111	Marine Net
Continuous Learning for Tomorrow's Managers	MGMT0116	Marine Net
Development Tools for Tomorrow's Managers	MGMT0112	Marine Net
The Manager as Coach and Counselor	MGMT0113	Marine Net
The Manager as Project Champion	MGMT0114	Marine Net
How to Overcome Negativity in the Workplace		
Overcoming Organizational Negativity	MGMT0313	Marine Net
Proactive Approaches to Stop Negativity	MGMT0312	Marine Net
The Path from Pessimism to Optimism	MGMT0311	Marine Net
Making Teams Work: Capitalizing on Conflict		
Conflict in the Workplace Simulation	COMM007A	Marine Net
Handling Conflict	COMM07A02	Marine Net
Managing Organization Conflict	COMM07A03	Marine Net
Managing Workplace Conflict Simulation	COMM007B	Marine Net
Perspectives on Conflict in the Workplace	COMM07A01	Marine Net

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Resolving Conflict with Communication Skills

COMM02A06 Marine Net

Leading from the Frontlines

Dynamics of Leadership

LEAD0126 Marine Net

Energizing and Empowering Employees

LEAD0123 Marine Net

Leading Change from the Front Line

LEAD0125 Marine Net



Personal Education

College degrees are of great personal and professional benefit. However, especially early in your career, skill training and PME take precedent over voluntary education. Moreover, the availability of college programs and your ability to take advantage of those programs is not guaranteed due to unit and/or billet assignment. Additionally, and because it is nearly impossible to predict what advance college work you may have already accomplished, whether or not the you want to pursue a degree or simply take college level courses, and specifically what degree you might want to earn, this portion of the roadmap is generic for all MOS Roadmaps and primarily deals with the Service members Opportunity Colleges (SOC) degree programs for the Marine Corps. It consists of colleges that offer associate and bachelor's degree programs on or accessible to Marine Corps installations worldwide. These colleges have joined together to form networks in which each college accept credits from all the others. This guarantees that Marine Corps students and their adult family members can continue toward completion of their degrees even though the Marine Corps may transfer them several times. The Marine Corps portion of SOC is known as SOCMAR.

What Is SOCMAR?

SOCMAR is a system of college curriculum networks designed by SOC for Marine Corps service members and their adult family members. Networks consist of groups of colleges that have agreed to accept each other's courses in a particular program of study. Students can move freely among the colleges in a network without being reevaluated or worrying about whether or not courses will transfer. SOCMAR-2 is the associate degree network program; SOCMAR-4 is the bachelor's degree network program.

SOCMAR-2 and SOCMAR-4 colleges provide students with the opportunity to complete college degrees without losing credit because of frequent changes in duty station. Curricula, or courses of study, are offered by colleges and universities on or accessible to most Marine Corps installations worldwide.

Colleges within SOCMAR act as "home colleges" for SOCMAR students. Students begin their studies at their home college where they complete the required academic residency. SOCMAR colleges and universities require no more than 25 percent of a degree program in residence, and courses taken from the college anywhere in the world at any time during study for a degree count toward residency.

After completing no more than six semester hours at the home college, SOCMAR students are eligible for an official evaluation and SOCMAR Student Agreement, which is a degree plan and contract-for-degree.

The SOCMAR College includes on the official evaluation appropriate credit for any previous college courses and nontraditional learning, including Marine Corps MOSs, military training courses, and results of national examinations. Credit for nontraditional learning is based on recommendations of the American Council on Education.

SOCMAR colleges guarantee to accept in transfer courses listed in the transferability tables of the *SOCMAR-2* and *SOCMAR-4 Handbooks*, which are used as manuals for the SOCMAR system by college and military counselors. These courses are transferred among network colleges without course-by-course prior approval for individual students.

SOCMAR colleges also guarantee to accept college-level General Education elective courses in specified course areas. These guarantees are in effect only when a SOCMAR Student Agreement has been issued, and only for transfer back to the home college. When SOCMAR students are transferred to new duty stations, they may continue to take courses from other SOCMAR colleges, and acquire credit for further military experience and tests. These credits are transferred back to the home college which will award the degree when all academic requirements set forth on the Student Agreement are met.

SOCMAR students can pursue their degrees through three delivery options:

- Traditional Delivery — Courses normally are delivered through classroom-based instruction with some academic residency required.
- Distance Learning — External-degree option that allows SOCMAR students to take courses without sitting in a traditional classroom. Courses may be by correspondence, computer, video, or other type of independent study.
- Learning Assessment Option — External-degree option that consists of approved curricula that do not require academic residency for graduation. Participating colleges and universities evaluate learning from nontraditional sources, and accept credit in transfer from other institutions.

RECOMMENDED TYPES OF MOS-RELATED COLLEGE LEVEL COURSES AND ASSOCIATE AND BACCALAUREATE (BACHELOR'S) DEGREES.

Today's Marines are taking advantage in ever increasing numbers of academic degree program offered by SOCMAR member schools. The Marine Career College Program (MCCP) expands the range of educational opportunities available for Marines who would like to apply their military training and workplace skills and experience toward completion of an occupational specialty-related college degree. The goal is encourage Marines to attain the same level of career development and professional recognition as their counterparts in their sister Services and civilian society.

How MCCP Works. The goal of the program is to support the Marine's career and personal development by providing comprehensive degree plans and roadmaps which maximize the credit which member schools will award for Marine Corps training and experience.

- Each of the selected Marine Occupational Fields has been matched with existing SOCMAR Degree Networks, member institutions and degree/certificate program curriculums. Participating SOCMAR Career Network schools are committed to award college credit based on American Council on Education recommendations for military service school courses, Marine workplace experience, the Marine Corps Institute, credit by examination programs and professional/occupational certification examination programs where applicable to degree requirements.
- Marine Corps Career Degrees incorporate the Guaranteed Transferability provisions of the SOC/SOCMAR system.
- The Marine Career College Program will be briefed to Marines at all MOS-awarded formal schools and MOS advanced courses. MCCP MOS-related curriculum offerings - SOCMAR Career College Degree Roadmaps - are summarized on the SOC Web Site, and displayed on the MCCCCP member Web Sites.
- To qualify for college-level credit for Marine training and experience, the Marine must enroll in a SOCMAR Career College Network program offered on base or via distance learning. Upon successful

completion of no more than two courses, the school will conduct an official evaluation of his/her service school training, other college courses, and issue a SOCMAR Student Agreement/MCCP Degree Plan. This SOCMAR Contract-for-Degree provides the student's degree/certificate roadmap and establishes the school as his/her "home college" which will apply all subsequent coursework, even if completed at other colleges, toward the MCCP degree/certificate.

Specific courses and degree programs can be found at:

- Occupational Field 35 – <http://www.soc.aascu.org/socmar/OccuFld35.html>

Additional Occupational Field-related Degree Roadmaps are under development, so if your Occupational field is not listed above, you are encouraged to contact the MCCP Director at e-mail: socmar@aascu.org.

GENERAL INFORMATION ON VOLUNTARY EDUCATION

SNCO DEGREE COMPLETION PROGRAM. Marines in the grade of Staff Sergeant through Master Sergeant who have completed some college work may be eligible for assignment to a fulltime college program through the SNCO Degree Completion program. Marines below the grade of Staff Sergeant interested in eventually participating in this program should consult MCO 1560.21D for eligibility criteria and structure their college course plan appropriately.

TUITION ASSISTANCE (TA) offers financial assistance to service members who elect to pursue Off-Duty or Voluntary Education. TA funds 100% of tuition costs for high school completion up to a fiscal year TA cap of \$4,500. Currently, postsecondary education, from vocational certification through graduate study, TA will fund up to 100% of institution charges for tuition, instructional fees, laboratory fees, computer fees and mandatory enrollment fees combined. Funding will not exceed \$250 per semester hour equivalent and \$4,500 per individual per fiscal year. Combinations of the different educational will not exceed \$250 per semester hour equivalent and \$4,500 per individual per fiscal year. Combinations of the different educational levels will not exceed the fiscal cap. TA is not authorized for books or for lower or lateral degrees. Officers using TA agree to remain on active duty for two (2) years following the completion of the TA funded course. First-time students must complete a TA Orientation Class PRIOR to using TA. Marines at remote sites (non-Marine Corps installations) may access the course by clicking on the TA Orientation link above. All others please proceed to your local base Lifelong Learning or Education Office.

Marines must apply for and receive written authorization for TA PRIOR to enrollment through the appropriate education office.

TA for remote Marines and those assigned to other service sites is processed at Camp Lejeune/Cherry Point for those east of the Mississippi and Camp Pendleton for those west of the Mississippi. I-I duty Marines apply through MARFORRES, New Orleans. Recruiters apply via their recruiting district or region headquarters.

SAILOR MARINE AMERICAN COUNCIL ON EDUCATION REGISTRY TRANSCRIPT (SMART). SMART is now available to document American Council on Education (ACE) recommended college credit for military training and occupational experience. SMART is an academically accepted record that is validated by ACE. The primary purpose of SMART is to assist service members in obtaining college credit for their military experience. SMART has replaced the DD295, the Application for Evaluation of Learning Experiences during Military Service, which is the form currently, submitted to colleges by Marines to

verify their military experiences. The DD295 may still be necessary to document some training and experience that is not contained in and cannot be added to current personnel and training databases. To see what SMART contains, how you may obtain your personal copy, order an official copy, or get more information, go to the links at: <https://www.navycollege.navy.mil/transcript.html>, or your nearest Marine Corps Education Center.

COLLEGE CREDIT INFORMATION: The American Council on Education (ACE) has reviewed every course listed in the MOS Roadmap and determined what type of collegiate level credit is recommended. The ACE identifier, listed with each course, is a source to validate the information and to check for changes as they occur. Updates can be found at <http://www.militaryguides.acenet.edu>.

UNIFORMED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP) is a formal military training program that provides active duty Marines the opportunity to improve their job skills and to complete their civilian apprenticeship requirements while they are on active duty. The U.S. Department of Labor (DOL) provides the nationally recognized "Certificate of Completion" upon program completion.

SIMPLE QUALIFICATIONS

- be active duty and,
- be designated in an MOS and,
- have sufficient time to complete the program while on active duty and,
- possess a high school diploma or GED and,
- the selected trade must be your primary job at your command, and
- have the required documentation.

EASY COMPLETION - USMAP requires no off-duty hours and can grant up to one half of the required on-the-job training hours for military experience. You may also get credit for previous apprenticeships.

GOOD BENEFITS - USMAP enhances your job skills and shows your motivation for more challenging military assignments. Having a DOL Certificate of Completion is a definite advantage in getting better civilian jobs since employers know the value of apprenticeships.

ASE EXAMS are also available at education centers. DANTES will pay for active duty military to take three exams semiannually. The tests are offered in the spring and fall of every year and do require a non-refundable registration fee. ASE exams require documentation of two years experience working in the automotive industry. (LAV, Tank, AAV, engineer, and MT mechanics usually fall in this category and USMAP can help to document this experience).

DEPLOYED EDUCATION. The purpose of the Marine Deployed Education program is to provide undergraduate level courses to afloat Marines, MCB Camp Pendleton and MCAS Cherry Point developed MOUs with academic institutions. Qualified Marines with the afloat units provide the instruction. Currently, courses are provided by Park University and Central Texas College. The academic institutions identify and employ qualified marine instructors to teach courses. Marines receive instruction according to the deployment schedule and pay tuition according to the standard tuition assistance policy.

- Courses are paid at 100% of the cost of tuition per current TA policy, using tuition assistance funds.
- Initial Tuition Assistance forms and registrations must be completed, approved, and given to the Education Officer before the deployment date.
- Payment for courses is due the first night of class.
- Two-week late registration allowed on ship at MCAS Cherry Point.
- Books are rented for \$10.00 per book at Camp Pendleton.
- Books are ordered, purchased, and received before deployment at Cherry Point.

- Class sessions are flexible according to operational tempo. In an emergency situation, classes can be stopped immediately.
- Military Academic Skills Program (MASP) can be provided afloat under its current education services agreement.

VOCATIONAL CERTIFICATES are available from many community colleges. Most of your military training can be counted toward degree programs, but residency credits and approximately 40-75 credit hours are still required. These certificates can be as valuable as the apprenticeship program in the civilian work force.

TESTING can replace the requirement to attend most of the college courses listed in the MOS Roadmap. Base Education Centers offer College Level Examination Programs (CLEP) and Defense Activity for Non-Traditional Educational Support (DANTES) Subject Standardized Tests (DSSTs) exams for active duty military at no cost. They also have a comprehensive list of “credit-by-exam” tests that they offer. Additionally, many of the tests have study guides that are available at the base education center or through the base library system.

NATIONAL CERTIFICATION TESTING In addition to MCI’s and formal MOS schools, certain MOS’s prepare you to pass national certification testing. Examples are: National Institute of Metallurgical Society (NIMS) for machinists, Students Excelling through National Standards of Excellence (SENSE) for welders, Automotive Service Excellence (ASE) for mechanics and technicians, etc.

