

# JOINT SERVICES TRANSCRIPT



\*\*UNOFFICIAL\*\*

**Name:** CG RATING ROADMAP, GM  
**SSN:** XXX-XX-XXXX  
**Rank:** Chief Warrant Officer 4 Weapons (W4)  
**Status:** Active

**Transcript Sent To:**  
 CG RATING ROADMAP, GM

### Military Courses

Military Course ID	ACE Identifier Course Title Location-Description-Credit Areas	Dates Taken	ACE Credit Recommendation	Level
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566666      **CG-2205-0035 V0**    12-DEC-2008    to    02-FEB-2009  
**Recruit Training:**  
 Upon completion of the course, the student will be able to demonstrate knowledge and skills in the following areas: courtesies, drills, and ceremonies; military justice and codes of conduct; security regulations; seamanship uniform standards, medals, and awards; career development; first aid and survival; fitness, wellness, and quality of life; Coast Guard history, traditions and values; safety; damage control; small arms; Coast Guard organization; communication; watchstanding; administration and personal finances; leadership and supervision, and public affairs.

- |                                 |      |   |
|---------------------------------|------|---|
| • Beginning Swimming            | 1 SH | L |
| • Boating/Seamanship            | 1 SH | L |
| • Military Science              | 2 SH | L |
| • Personal Fitness/Conditioning | 1 SH | L |
| • Personal Health And First Aid | 1 SH | L |
- (8/04)(8/04)

502203      **CG-2202-0009 V01**    15-APR-2010    to    19-APR-2010  
**Apprentice Leadership Program:**  
 Coast Guard Training Center  
 Yorktown, VA  
 Upon completion of the course, the student will be able to demonstrate communication processes; identify stress factors; prepare a personal budget; influence others to achieve a desired outcome; and support an environment of respect and diversity of others.

- |              |      |   |
|--------------|------|---|
| • Leadership | 1 SH | L |
|--------------|------|---|
- (2/11)(2/11)

341095	<p><b>CG-1728-0045 V02</b> 05-MAY-2010 to 17-MAY-2010  <b>Boarding Team Member:</b>                  Federal Law Enforcement Training Center                  Charleston, SC</p> <p>Upon completion of the course, the student will be able to conduct law enforcement boarding of a vessel to determine compliance with federal laws and conduct search, inspection, and law enforcement in a marine environment.</p> <ul style="list-style-type: none"> <li>• Law Enforcement Practicum 2 SH L</li> </ul> <p>(8/09)(8/09)</p>
341090	<p><b>CG-1728-0021 V04</b> 12-MAR-2011 to 20-APR-2011  <b>Basic Boarding Officer:</b>                  Federal Law Enforcement Training Center                  Charleston, SC</p> <p>Upon completion of the course, the student will be able to ensure that the vessels are in compliance with all federal laws, treaties, and regulations; conduct inspections, searches, and criminal investigations; make arrests; assist in preparation of cases for prosecution; and protect self and others from hostile threats.</p> <ul style="list-style-type: none"> <li>• Criminal Evidence And Procedures 3 SH L</li> <li>• Criminal Investigation 3 SH L</li> <li>• Law Enforcement Practicum 2 SH L</li> </ul> <p>(8/09)(8/09)</p>
400473	<p><b>CG-2201-0001 V03</b> 22-APR-2011 to 26-APR-2011  <b>MK 38 MOD 1 25MM Machine Gun System:</b>                  Coast Guard Training Center                  Yorktown, VA</p> <p>Upon completion of the course, the student will be able to operate a mechanical weapons system; troubleshoot the mechanical system; troubleshoot the the electrical system; perform weekly operability tests; maintain a weapons system mount; inspect power control unit; perform systems maintenance; perform pre-installation checks; perform pre-fire test; and determine correct repair procedures.</p> <ul style="list-style-type: none"> <li>• Weapons Proficiency 1 SH L</li> </ul> <p>(10/12)(10/12)</p>
0228-1	<p><b>CG-1714-0026 V04</b> 15-OCT-2011 to 20-OCT-2011  <b>Gunner's Mate Second Class Performance Qualification Guide:</b>                  Coast Guard Institute                  Oklahoma City, OK</p> <p>Upon completion of the course, the student will be able to demonstrate procedures for loading, offloading, and disposal of ammunition and pyrotechnics; verify ammunition loading plan and stowage plan; prepare shipping manifest and determine proper handling of hazardous material; develop a machine gun operations procedure and firing plan; complete a weapons system casualty report; prepare an ordnance repair requisition; and conduct pyrotechnic training exercises.</p> <ul style="list-style-type: none"> <li>• Weapons Proficiency 3 SH L</li> </ul> <p>(2/12)(2/12)</p>
210080 GM-A	<p><b>CG-1714-0017 V05</b> 10-SEP-2011 to 29-DEC-2011  <b>Gunner's Mate "A":</b>                  Coast Guard Training Center                  Yorktown, VA</p> <p>Upon completion of the course, the student will be able to maintain, operate, and repair various types of ordnance equipment; provide proper ordnance administration, to include inventory control and dispersal of ordnance; maintain a safe, operational ordnance stowage facility, including systems such as temperate control and sprinkler systems;</p>

and operate and repair small arms weapons and associated equipment.

- Electromechanical Systems Troubleshooting And Maintenance 2 SH L
- Ordnance Handling 3 SH L
- Ordnance Inventory And Control 3 SH L
- Small Arms Repair 3 SH L
- Hydraulic Systems Troubleshooting And Maintenance 2 SH U

(5/13)(5/13)

230280 **CG-1408-0041 V02** 14-JUN-2012 to 14-JUL-2012

**Small Arms Instructor:**

Reserve Training Center  
Yorktown, VA

Upon completion of the course, the student will be able to present lectures and demonstrations relating to weapon and range safety and operator maintenance on .45 caliber and 9mm service pistols; qualify on the .45 service pistol, M16 service rifle, and 12 gauge shotgun; instruct students in small arms safety, maintenance, and repair; and coach students in marksmanship and range operations.

- Small Arms Training And Range Management 2 SH L

(3/05)(6/13)

500977 **CG-1715-0167 V02** 12-SEP-2012 to 01-DEC-2012

**MK 75 Gun Mount System Operation and Maintenance:**

Reserve Training Center  
Yorktown, VA

Upon completion of the course, the student will be able to operate, maintain, and repair a gun mount system to the unit level and apply principles of electrical, mechanical, and hydraulic technology to the maintenance and repair of the gun mount system.

- Electrical Systems Troubleshooting, Maintenance and Repair 3 SH L
- Electromechanical Control Systems 3 SH L
- Hydraulic Systems 3 SH L
- Mechanical Systems Troubleshooting 3 SH L

(8/10)(8/10)

**Military Experience**

Occupation ID	ACE Identifier Title Description-Credit Areas	Dates Held	ACE Credit Recommendation	Level
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GM3 **CGR-GM-004** 01-AUG-2015

**Gunner's Mate:**

Gunner's Mates (GMs) are the Coast Guard's small arms weapons specialists. As a member of this rating service members will work with everything from pistols, rifles, and machine guns to 76mm gun weapons systems. GMs will be responsible for training personnel in proper handling of weapons, ammunition, and pyrotechnics. They will perform maintenance on all ordnance and gunnery equipment including mechanical, electrical, and hydraulic. GMs are stationed throughout the Coast Guard both ashore and afloat and have begun to serve in security roles supporting Marine Safety Offices (MSOs) and Marine Safety Security Teams (MSSTs). Operates guns, mounts, launchers, ammunition hoists, projectile hoists, and associated equipment; operates, maintains, stows, and issues small arms and associated equipment; measures current and voltage; uses blueprint diagrams; uses and cares for hand tools; and maintains ordnance logs and ammunition stock records.

- Electromechanical Troubleshooting And Repair 1 SH L

- Introduction To Communication 3 SH L
- Ordnance Inventory And Control 3 SH L

(8/15)(8/15)

GM2 **CGR-GM-004** 15-AUG-2015**Gunner's Mate:**

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- Electromechanical Troubleshooting And Repair 1 SH L
- Hydraulics Troubleshooting And Maintenance 3 SH L
- Industrial Safety 3 SH L
- Introduction To Communication 3 SH L
- Introduction To Supply Chain Management 3 SH L
- Ordnance Inventory And Control 3 SH L

(8/15)(8/15)

GM1 **CGR-GM-004** 01-SEP-2015**Gunner's Mate:**

Gunner's Mates (GMs) are the Coast Guard's small arms weapons specialists. As a member of this rating service members will work with everything from pistols, rifles, and machine guns to 76mm gun weapons systems. GMs will be responsible for training personnel in proper handling of weapons, ammunition, and pyrotechnics. They will perform maintenance on all ordnance and gunnery equipment including mechanical, electrical, and hydraulic. GMs are stationed throughout the Coast Guard both ashore and afloat and have begun to serve in security roles supporting Marine Safety Offices (MSOs) and Marine Safety Security Teams (MSSTs). Operates guns, mounts, launchers, ammunition hoists, projectile hoists, and associated equipment; operates, maintains, stows, and issues small arms and associated equipment; measures current and voltage; uses blueprint diagrams; uses and cares for hand tools; and maintains ordnance logs and ammunition stock records. Conducts inventories, prepares requisitions, and organizes and administers a program on safety. Instructs in the handling and storage of ammunition and maintenance of records; develops, implements, and supervises a weapons department training program; and handles electronic and/or hydraulic systems associated with weapons.

- Electromechanical Troubleshooting And Repair 1 SH L
- Hydraulics Troubleshooting And Maintenance 3 SH L
- Industrial Safety 3 SH L
- Introduction To Communication 3 SH L
- Introduction To Supply Chain Management 3 SH L
- Navigation 1 SH L
- Ordnance Inventory And Control 3 SH L
- Supervision 3 SH L

(8/15)(8/15)

GMC **CGR-GM-004** 15-SEP-2015

**Gunner's Mate:**

Gunner's Mates (GMs) are the Coast Guard's small arms weapons specialists. As a member of this rating service members will work with everything from pistols, rifles, and machine guns to 76mm gun weapons systems. GMs will be responsible for training personnel in proper handling of weapons, ammunition, and pyrotechnics. They will perform maintenance on all ordnance and gunnery equipment including mechanical, electrical, and hydraulic. GMs are stationed throughout the Coast Guard both ashore and afloat and have begun to serve in security roles supporting Marine Safety Offices (MSOs) and Marine Safety Security Teams (MSSTs). Operates guns, mounts, launchers, ammunition hoists, projectile hoists, and associated equipment; operates, maintains, stows, and issues small arms and associated equipment; measures current and voltage; uses blueprint diagrams; uses and cares for hand tools; and maintains ordnance logs and ammunition stock records. Conducts inventories, prepares requisitions, and organizes and administers a program on safety. Instructs in the handling and storage of ammunition and maintenance of records; develops, implements, and supervises a weapons department training program; and handles electronic and/or hydraulic systems associated with weapons. Supervises maintenance of ordnance electrical and electronic systems; supervises handling and storage of explosive ordnance components; serves as shop supervisor; prepares preventive maintenance schedules; organizes and maintains a technical library; prepares and submits budget requests; manages personnel issues; and plans and supervises on-the-job training.

- Electromechanical Troubleshooting And Repair 1 SH L
- Hazardous Material Transportation 3 SH L
- Human Resources Management 3 SH L
- Hydraulics Troubleshooting And Maintenance 3 SH L
- Industrial Safety 3 SH L
- Introduction To Communication 3 SH L
- Introduction To Supply Chain Management 3 SH L
- Navigation 1 SH L
- Ordnance Inventory And Control 3 SH L
- Supervision 3 SH L
- Electromechanical Troubleshooting And Repair 1 SH U
- Hazardous Material Transportation 3 SH U
- Human Resources Management 3 SH U
- Hydraulics Troubleshooting And Maintenance 3 SH U
- Industrial Safety 3 SH U
- Introduction To Communication 3 SH U
- Introduction To Supply Chain Management 3 SH U
- Navigation 1 SH U
- Ordnance Inventory And Control 3 SH U
- Supervision 3 SH U

(8/15)(8/15)

GMCS **CGR-GM-004** 01-OCT-2015

**Gunner's Mate:**

Gunner's Mates (GMs) are the Coast Guard's small arms weapons specialists. As a member of this rating service members will work with everything from pistols, rifles, and machine guns to 76mm gun weapons systems. GMs will

be responsible for training personnel in proper handling of weapons, ammunition, and pyrotechnics. They will perform maintenance on all ordnance and gunnery equipment including mechanical, electrical, and hydraulic. GMs are stationed throughout the Coast Guard both ashore and afloat and have begun to serve in security roles supporting Marine Safety Offices (MSOs) and Marine Safety Security Teams (MSSTs). Operates guns, mounts, launchers, ammunition hoists, projectile hoists, and associated equipment; operates, maintains, stows, and issues small arms and associated equipment; measures current and voltage; uses blueprint diagrams; uses and cares for hand tools; and maintains ordnance logs and ammunition stock records. Conducts inventories, prepares requisitions, and organizes and administers a program on safety. Instructs in the handling and storage of ammunition and maintenance of records; develops, implements, and supervises a weapons department training program; and handles electronic and/or hydraulic systems associated with weapons. Supervises maintenance of ordnance electrical and electronic systems; supervises handling and storage of explosive ordnance components; serves as shop supervisor; prepares preventive maintenance schedules; organizes and maintains a technical library; prepares and submits budget requests; manages personnel issues; and plans and supervises on-the-job training. Serves as enlisted technical or specialty expert; plans, organizes, and directs the work of personnel in operation, maintenance, and repair procedures; plans and administers on-the-job training programs; and supervises the preparation of reports.

- Electromechanical Troubleshooting And Repair 1 SH L
- Hazardous Material Transportation 3 SH L
- Human Resources Management 3 SH L
- Hydraulics Troubleshooting And Maintenance 3 SH L
- Industrial Safety 3 SH L
- Introduction To Communication 3 SH L
- Introduction To Supply Chain Management 3 SH L
- Navigation 1 SH L
- Ordnance Inventory And Control 3 SH L
- Project Management 3 SH L
- Supervision 3 SH L
- Electromechanical Troubleshooting And Repair 1 SH U
- Hazardous Material Transportation 3 SH U
- Human Resources Management 3 SH U
- Hydraulics Troubleshooting And Maintenance 3 SH U
- Industrial Safety 3 SH U
- Introduction To Communication 3 SH U
- Introduction To Supply Chain Management 3 SH U
- Navigation 1 SH U
- Ordnance Inventory And Control 3 SH U
- Project Management 3 SH U
- Supervision 3 SH U

(8/15)(8/15)

GMCM CGR-GM-004 15-OCT-2015

**Gunner's Mate:**

Gunner's Mates (GMs) are the Coast Guard's small arms weapons specialists. As a member of this rating service members will work with everything from pistols, rifles, and machine guns to 76mm gun weapons systems. GMs will be responsible for training personnel in proper handling of weapons, ammunition, and pyrotechnics. They will

perform maintenance on all ordnance and gunnery equipment including mechanical, electrical, and hydraulic. GMs are stationed throughout the Coast Guard both ashore and afloat and have begun to serve in security roles supporting Marine Safety Offices (MSOs) and Marine Safety Security Teams (MSSTs). Operates guns, mounts, launchers, ammunition hoists, projectile hoists, and associated equipment; operates, maintains, stows, and issues small arms and associated equipment; measures current and voltage; uses blueprint diagrams; uses and cares for hand tools; and maintains ordnance logs and ammunition stock records. Conducts inventories, prepares requisitions, and organizes and administers a program on safety. Instructs in the handling and storage of ammunition and maintenance of records; develops, implements, and supervises a weapons department training program; and handles electronic and/or hydraulic systems associated with weapons. Supervises maintenance of ordnance electrical and electronic systems; supervises handling and storage of explosive ordnance components; serves as shop supervisor; prepares preventive maintenance schedules; organizes and maintains a technical library; prepares and submits budget requests; manages personnel issues; and plans and supervises on-the-job training. Serves as enlisted technical or specialty expert; plans, organizes, and directs the work of personnel in operation, maintenance, and repair procedures; plans and administers on-the-job training programs; and supervises the preparation of reports. Serves as senior enlisted technical or specialty administrator; manages personnel in operation, maintenance, and repair procedures; ensures maximum efficiency of the work force and equipment; prepares general correspondence concerning fiscal, supply, and administrative matters; assists in the formulation of plans, policies, and budget requirements; and may supplement the officer corps in the overall supervision and administration of personnel and equipment; and may also supervise personnel in other specialty areas.

• Electromechanical Troubleshooting And Repair	1 SH	L
• Hazardous Material Transportation	3 SH	L
• Human Resources Management	3 SH	L
• Hydraulics Troubleshooting And Maintenance	3 SH	L
• Industrial Safety	3 SH	L
• Introduction To Communication	3 SH	L
• Introduction To Supply Chain Management	3 SH	L
• Navigation	1 SH	L
• Ordnance Inventory And Control	3 SH	L
• Project Management	3 SH	L
• Strategic Planning	3 SH	L
• Supervision	3 SH	L
• Electromechanical Troubleshooting And Repair	1 SH	U
• Hazardous Material Transportation	3 SH	U
• Human Resources Management	3 SH	U
• Hydraulics Troubleshooting And Maintenance	3 SH	U
• Industrial Safety	3 SH	U
• Introduction To Communication	3 SH	U
• Introduction To Supply Chain Management	3 SH	U
• Navigation	1 SH	U
• Ordnance Inventory And Control	3 SH	U
• Project Management	3 SH	U
• Strategic Planning	3 SH	U
• Supervision	3 SH	U

(8/15)(8/15)

*NONE ASSIGNED -- Occupation not evaluated by ACE or not evaluated during the time frame held by service member.*

**College Level Test Scores**

NONE

Exams taken after 31 October 2011 may have recommended college credit via the ACE National Guide.  
Go to <http://www2.acenet.edu/credit/?fuseaction=browse.getOrganizationDetail&FICE=190163> and look for your exam.

**Other Learning Experiences**

This section provides a record of the service member's learning experiences that do not have credit recommended for one or more of the following reasons:

- (1) Course has not been evaluated by ACE.
- (2) Class attendance dates were not recorded in the service member's record.
- (3) Course was not completed during the ACE evaluation period.
- (4) Course was not evaluated by ACE at this specific location.

Course ID	Date Taken	Title	Location	Reason
0329-5	20-SEP-2011	Gunners Mate third class	Coast Guard Institute Oklahoma City, OK	1
0129-7 CG-1714-0027	05-NOV-2011	Gunners Mate First Class	Coast Guard Institute Oklahoma City, OK	3

**END OF TRANSCRIPT**

**\*NOTICE TO ALL TRANSCRIPT REVIEWERS:  
FOR FULL EXPLANATIONS OF ALL ITEMS FLAGGED ON THIS TRANSCRIPT, PLEASE REFER TO  
LEGEND FOLLOWING LAST PAGE OF TRANSCRIPT.**

## JST Official Transcript Explanation

The American Council on Education (ACE) is the nation's unifying voice for higher education. ACE serves as a consensus leader on key higher education issues and seeks to influence public policy through advocacy, research, and program initiatives. ACE's Military Programs evaluates formal service courses and occupations approved by a central authority, employing the services of subject-matter specialists from colleges and universities (professors, deans, and other academicians) that, through the discussion and the application of evaluation procedures and guidelines, reach consensus on content, description, and amount of credit to be recommended for selected courses and occupations. For comprehensive information on the ACE Military Evaluation process, consult the Course and Occupation Evaluation Systems, described in the online Guide to the Evaluation of Educational Experiences in the Armed Services at: <http://www.acenet.edu/higher-education/topics/Pages/College-Credit-for-Military-Service.aspx>.

ACE, the American Association of Collegiate Registrars and Admissions Officers (AACRAO), and the Council for Higher Education Accreditation have developed a set of guidelines contained in the Joint Statement on the Transfer and Award of Credit (<http://www.acenet.edu/news-room/Pages/Joint-Statement-on-the-Transfer-and-Award-of-Credit.aspx>) that are intended to serve as a guide for institutions developing or reviewing policies dealing with transfer, acceptance and award of credit for courses and occupations completed in a variety of institutional and extraintitutional settings, including the military. More information on guidelines for awarding credit for courses and occupations appearing on JST transcripts is contained in The AACRAO 2003 Academic Record and Transcript Guide.

Service members may request copies of JST transcripts directly from the Operation Centers at <https://jst.doded.mil>. ACE does not issue these transcripts or make any adjustments to missing or incorrect information contained in them. Service members must contact the respective service specific Operations Centers for adjustments or corrections to the transcripts. Colleges and universities may also receive web-based official copies of these documents by contacting the JST Operations Center at [jst@doded.mil](mailto:jst@doded.mil).

### Understanding JST Transcripts

The full exhibit and description for courses and occupations listed on JST transcripts can be found in the Guide to the Evaluation of Educational Experiences in the Armed Services which is available only online at: (<http://www.acenet.edu/news-room/pages/military-guide-online.aspx>) and updated on a daily basis as new courses and occupations are evaluated for recommended credit.

Key to transcript terms:

**Military Course ID** - This is the number the military service has assigned for this particular course.

**SH** - Semester hours.

**ACE Identifier** - The number ACE assigns a particular course. Courses are identified by a 2-letter prefix that designates the military service (AF - Air Force, AR - Army, CG - Coast Guard, DD - Department of Defense, MC - Marine Corps, and NV - Navy), followed by a unique eight-digit course identifier.

**ACE Credit Recommendation** is listed in semester hours, in the following categories:

V = Vocational; L = Lower level (freshman or sophomore level); U = Upper level (Junior or Senior Level); G = Graduate level.

**Dates Taken/Dates Held** - Courses and occupations will normally have a start and end date that will show the time period the course was completed or the occupation was held.

**Location** - Valid location(s) where the course was completed.

**Occupational Codes:**

**Army MOS:**

**MOS** - Army MOS has 5 digits. The first 3 digits identify the occupational specialty and the last 2 digits identify the skill level (E1-E4 = skill level 10; E5 = skill level 20; E6 = skill level 30; E7 = skill level 40; E8 = skill level 50; E9 = skill level 60).

**Navy Rates and Ratings:**

**NER** - Navy enlisted rates are occupation identifications assigned to personnel at paygrades E-1 to E-9. Each general rate involves the performance of entry-level tasks and leads to one or more ratings. Career patterns from recruit to master chief petty officer are identified by 4 to 5-digit codes.

**NEC** - The NEC Structure supplements the Enlisted Rating Structure by identifying skills requiring more specific identification than that provided by general rates and ratings and that are not rating-wide requirements. Selected NECS have been evaluated by ACE to date.

**LDO, NWO** - Limited Duty Officer, Navy Warrant Officer - Technical officer specialists who perform duties that are technically oriented, with skills acquired through experience and training that are limited in scope to other officer categories. These specialties are normally identified by 4 digits, each successively providing more precise identification of the individual holder.

**Marine Corps:**

**MCE** - an MOS has 4 digits and a descriptive title; the first 2 digits normally describe the occupational field and the last 2 digits identify the promotional level and specialty within the occupation.

**MCO** - officer MOS.

**Coast Guard:**

**CGA** - Coast Guard officer aviation competencies.

**CGR** - Enlisted rating structure used for classified enlisted personnel and qualifications, with career levels from recruit to master chief petty officer.

**CGW** - Coast Guard Warrant Officers are technical officer specialists who perform duties that are technically oriented and acquired through experience and training that is limited in scope and relation to other officer categories.

**MATMEP** - Maintenance Training Management and Evaluation Program, a standardized, documentable, level-progressive, technical skills management and evaluation program for enlisted aviation technical maintenance training. The Summary sheet submitted by the service member lists the current level of training completed and should be used by the evaluator to verify the attained level in awarding credit.

**DANTES** - The Defense Activity for Non-Traditional Education Support maintains the educational records of the service members who have completed DANTES subject Standardized Tests (DSSTs), CLEP examinations, and GED tests. For examinations administered at military installations, results of these tests may appear on JST transcripts for consideration in the award of the recommended credit. However, individual colleges and universities may reserve the right to request official scores directly from ETS or DANTES, to confirm completion of these exams and the credits recommended.

**COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)** - The College-Level Examination Program or CLEP provides students of any age with the opportunity to demonstrate college-level achievement through a program of exams in undergraduate college courses. There are 2,900 colleges that grant credit and/or advanced standing for CLEP exams.