

# JOINT SERVICES TRANSCRIPT



\*\*UNOFFICIAL\*\*

**Name:** CG RATING ROADMAP, AMT  
**SSN:** XXX-XX-XXXX  
**Rank:** Chief Warrant Officer 2 Aviation Engineering (W2)  
**Status:** Active

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

### Military Course Completions

Military Course ID	ACE Identifier Course Title Location-Description-Credit Areas	Dates Taken	ACE Credit Recommendation	Level
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566666	<b>CG-2205-0035</b> <b>Recruit Training:</b>	12-DEC-2008 to 02-FEB-2009	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.	
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- |                                 |      |   |
|---------------------------------|------|---|
| • 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)                    |      |   |

340720	<b>CG-1717-0013</b> <b>Leadership and Management (LAMS):</b> Coast Guard Training Center Petaluma, CA	11-JUN-2010 to 15-JUN-2010	Upon completion of the course, the student will be able to recognize and apply styles of leadership; analyze situations and select appropriate leadership techniques; practice constructive communication skills; and apply motivation methods for the performance improvements of subordinates.	
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- |                              |      |   |
|------------------------------|------|---|
| • Organizational Development | 3 SH | U |
| (8/09)(8/09)                 |      |   |

502203 CG-2202-0009 10-DEC-2010 to 14-DEC-2010

**Apprentice Leadership Program:**  
 Aviation Technical Training Center  
 Elizabeth City, NC

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)

501057 CG-1715-0154 10-DEC-2010 to 29-DEC-2010

**Aviation Maintenance Technician (AMT) "A" School:**  
 Aviation Technical Training Center  
 Elizabeth City, NC

Upon completion of the course, the student will have the knowledge, skills and practical experience required to complete the aviation maintenance technician third class (AMT3) enlisted performance qualification tasks.

- Aircraft Flight Controls 1 SH L
- Aircraft Hydraulics And Landing Gear 2 SH L
- Aircraft Sheet Metal 3 SH L
- Basic Electricity 3 SH L
- Composite Structures 5 SH L
- Turbine Engine Technology 2 SH L

(2/05)(2/05)

0206-2 CG-1717-0011 15-OCT-2011 to 20-OCT-2011

**Aviation Maintenance Technician Second Class Performance Qualifications Guide by Correspondence:**  
 Coast Guard Institute  
 Oklahoma City, OK

Upon completion of the course, the student will be able to perform airframe and powerplant systems maintenance and inspections; perform rotorcraft maintenance; perform turbine engine overhaul and inspections; use nondestructive inspection techniques; and interpret and maintain various maintenance publications.

- Aircraft Inspections 1 SH L
- Aircraft Maintenance Publications 1 SH L
- Basic Airframe Maintenance 1 SH L
- Turbine Engine Inspection And Overhaul 4 SH L

(9/08)(9/08)

0106-2 CG-1717-0012 02-NOV-2011 to 05-NOV-2011

**Aviation Maintenance Technician First Class Performance Qualifications Guide by Correspondence:**  
 Coast Guard Institute  
 Oklahoma City, OK

Upon completion of the course, the student will be able to supervise and schedule aircraft maintenance; troubleshoot turbine engines, airframe systems, and rotorcraft systems; and evaluate vibration analysis data.

- Aviation Maintenance Management 1 SH U
- Powerplant Systems Troubleshooting And Maintenance 3 SH U

(9/08)(9/08)

130259 CG-1704-0066 01-MAR-2012 to 02-MAR-2012

**Aviation Maintenance Technician (AMT) H-65 Roto Tune:**  
 Aviation Technical Training Center  
 Elizabeth City, NC

Upon completion of the course, the student will be able to assemble, configure, and operate a portable electronic helicopter rotor vibration diagnostic system and its accessories; perform helicopter rotor vibration measurement and analysis; determine rotor out of balance or vibration level; and correct rotor imbalance and vibration deficiencies.

- Computer Applications 1 SH L
- Helicopter Rotor Maintenance And Repair 1 SH L

(9/07)(9/07)

156158 **CG-1704-0067** 03-MAR-2012 to 05-MAR-2012

**Aviation Maintenance Technician (AMT) H-60J Roto Tune:**

Aviation Technical Training Center

Elizabeth City, NC

Upon completion of the course, the student will be able to assemble, configure, and operate a portable electronic helicopter rotor vibration diagnostic system and its accessories; perform helicopter rotor vibration measurement and analysis; determine rotor out of balance or vibration level; and correct rotor imbalance and vibration deficiencies.

- Computer Applications 1 SH L
- Helicopter Rotor Maintenance And Repair 1 SH L

(9/07)(9/07)

501278 **CG-1715-0155** 08-MAR-2012 to 09-MAR-2012

**Aviation Maintenance Technician (AMT) HU-25 Maintenance Class School:**

Aviation Technical Training Center

Elizabeth City, NC

Upon completion of the course, the student will have the knowledge, skills, and practical experience required to perform systems level maintenance, troubleshooting, and repair of HU-25 aircraft systems and associated equipment.

- Aircraft Utility Systems 1 SH L
- Aviation 2 SH L

(8/02)(8/02)

501668 **CG-1704-0062** 10-MAR-2012 to 11-MAR-2012

**AMT HH-60J Airframe Maintenance C School:**

Aviation Technical Training Center

Elizabeth City, NC

Upon completion of the course, the student will be able to demonstrate knowledge and practical experience required for basic maintenance, troubleshooting, and repair of systems and associated equipment on the HH-60J aircraft.

- Aircraft And Helicopter Powerplant Systems And Components Maintenance 1 SH L
- Aircraft Auxiliary Systems 2 SH L
- Aircraft Primary Systems 2 SH L

(2/06)(2/06)

501669 **CG-1704-0061** 12-MAR-2012 to 13-MAR-2012

**AMT HH-60J Powertrain C School:**

Aviation Technical Training Center

Elizabeth City, NC

Upon completion of the course, the student will have the advanced skills, knowledge, and practical experience required for system level HH-60J powertrain aircraft maintenance, troubleshooting, and repair of its systems and associated equipment.

- Aircraft And Helicopter Power Plant And Propeller Maintenance And Inspection or Mechanical Systems Maintenance And Repair 3 SH L

(2/06)(2/06)

700410 CG-1704-0071 14-MAR-2012 to 15-MAR-2012

**HC-144A Airframe Systems and Powerplant Training:**

Aviation Technical Training Center  
Elizabeth City, NC

Upon completion of the course, the student will be able to troubleshoot and perform maintenance on the major airframe systems; understand and demonstrate knowledge of system operation; and demonstrate knowledge of turbine engines and related systems including basic troubleshooting.

- Airframe Systems 4 SH U
- (9/11)(9/11)

**Military Experience**

Occupation ID	ACE Identifier Title Description-Credit Areas	Dates Held	ACE Credit Recommendation	Level
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AMT3 CGR-AMT-003 01-MAY-2014

**Aviation Maintenance Technician:**

AMTs inspect, service, maintain, troubleshoot and repair aircraft engines, auxiliary power units, propellers, rotor systems, power train systems, and associated airframe and systems-specific electrical components. They service, maintain and repair aircraft fuselages; wings; rotor blades; fixed and movable flight control surfaces; and also bleed aircraft air, hydraulic and fuel systems. AMTs also fill aircrew positions such as flight engineer, flight mechanic, loadmaster, dropmaster, sensor-systems operator and basic aircrewman. Select and sort aviation materiel. Dispose, store, and handle hazardous material safely. Perform aircraft corrosion prevention procedures. Use aviation environmental safety procedures while working on aircraft. Execute aircraft taxi signalman duties and aircraft ground handling procedures. Apply proper aircraft fuel handling procedures. Conduct aircraft fuel sampling. Use proper fireguard processes during aircraft engine start and safe jacking procedures. Inspect aircraft airframe structures, hydraulics, landing gear system, flight controls, fire detection and protection systems, ice and rain protection system, cooling and heating, pressurization power plant, powertrain and fuel system; Use correct safety precautions while maintaining and operating powertrain system, power plant system, hydraulic system, fuel system, flight control system, ice and rain protection system, landing gear system, electrical generation and distribution system, life support system, fire protection and detection, environmental control system, aircraft structure, and avionics systems. Fabricate aircraft tubes, hoses, and cables to conduct airframe structural repairs. Paint aircraft components.

- Aircraft Systems Laboratory 4 SH L
- Composite Repair 3 SH L
- Hazardous Materials Handling 3 SH L
- Aircraft Systems Laboratory 4 SH U
- Composite Repair 3 SH U
- Hazardous Materials Handling 3 SH U

(5/14)(5/14)

AMT2 CGR-AMT-003 16-MAY-2014

**Aviation Maintenance Technician:**

AMTs inspect, service, maintain, troubleshoot and repair aircraft engines, auxiliary power units, propellers, rotor systems, power train systems, and associated airframe and systems-specific electrical components. They service, maintain and repair aircraft fuselages; wings; rotor blades; fixed and movable flight control surfaces; and also bleed aircraft air, hydraulic and fuel systems. AMTs also fill aircrew positions such as flight engineer, flight mechanic, loadmaster, dropmaster, sensor-systems operator and basic aircrewman. Select and sort aviation materiel. Dispose, store, and handle hazardous material safely. Perform aircraft corrosion prevention procedures. Use aviation environmental safety procedures while working on aircraft. Execute aircraft taxi signalman duties and aircraft ground handling procedures. Apply proper aircraft fuel handling procedures. Conduct aircraft fuel sampling. Use

proper fireguard processes during aircraft engine start and safe jacking procedures. Inspect aircraft airframe structures, hydraulics, landing gear system, flight controls, fire detection and protection systems, ice and rain protection system, cooling and heating, pressurization power plant, powertrain and fuel system; Use correct safety precautions while maintaining and operating powertrain system, power plant system, hydraulic system, fuel system, flight control system, ice and rain protection system, landing gear system, electrical generation and distribution system, life support system, fire protection and detection, environmental control system, aircraft structure, and avionics systems. Fabricate aircraft tubes, hoses, and cables to conduct airframe structural repairs. Paint aircraft components. Perform maintenance management. Train personnel regarding hangar and shop safety procedures. Maintain systems such as aircraft structural components, hydraulic systems, landing gear, flight controls, fire detection and protection, ice and rain protection, cooling and heating, pressurization, power plant, powertrain, and fuel.

- Advanced Aircraft Systems Laboratory 4 SH L
- Aircraft Systems Laboratory 4 SH L
- Composite Repair 3 SH L
- Computer Applications 3 SH L
- Hazardous Materials Handling 3 SH L
- Advanced Aircraft Systems Laboratory 4 SH U
- Aircraft Systems Laboratory 4 SH U
- Composite Repair 3 SH U
- Computer Applications 3 SH U
- Hazardous Materials Handling 3 SH U

(5/14)(5/14)

AMT1 CGR-AMT-003 01-JUN-2014

**Aviation Maintenance Technician:**

AMTs inspect, service, maintain, troubleshoot and repair aircraft engines, auxiliary power units, propellers, rotor systems, power train systems, and associated airframe and systems-specific electrical components. They service, maintain and repair aircraft fuselages; wings; rotor blades; fixed and movable flight control surfaces; and also bleed aircraft air, hydraulic and fuel systems. AMTs also fill aircrew positions such as flight engineer, flight mechanic, loadmaster, dropmaster, sensor-systems operator and basic aircrewman. Select and sort aviation materiel. Dispose, store, and handle hazardous material safely. Perform aircraft corrosion prevention procedures. Use aviation environmental safety procedures while working on aircraft. Execute aircraft taxi signalman duties and aircraft ground handling procedures. Apply proper aircraft fuel handling procedures. Conduct aircraft fuel sampling. Use proper fireguard processes during aircraft engine start and safe jacking procedures. Inspect aircraft airframe structures, hydraulics, landing gear system, flight controls, fire detection and protection systems, ice and rain protection system, cooling and heating, pressurization power plant, powertrain and fuel system; Use correct safety precautions while maintaining and operating powertrain system, power plant system, hydraulic system, fuel system, flight control system, ice and rain protection system, landing gear system, electrical generation and distribution system, life support system, fire protection and detection, environmental control system, aircraft structure, and avionics systems. Fabricate aircraft tubes, hoses, and cables to conduct airframe structural repairs. Paint aircraft components. Perform maintenance management. Train personnel regarding hangar and shop safety procedures. Maintain systems such as aircraft structural components, hydraulic systems, landing gear, flight controls, fire detection and protection, ice and rain protection, cooling and heating, pressurization, power plant, powertrain, and fuel. Supervise aviation scheduled maintenance. Verify personnel and staffing readiness. Assign personnel to ensure accomplishment of the division maintenance plan. Review individual training reports using 30/60/90 cycle and training documentation. Develop a repair scheme for major aircraft structural damage. Supervise a major aircraft maintenance operation.

- Advanced Aircraft Systems Laboratory 4 SH L
- Aircraft Systems Laboratory 4 SH L

• Composite Repair	3 SH	L
• Computer Applications	3 SH	L
• Hazardous Materials Handling	3 SH	L
• Supervision	3 SH	L
• Advanced Aircraft Systems Laboratory	4 SH	U
• Aircraft Systems Laboratory	4 SH	U
• Composite Repair	3 SH	U
• Computer Applications	3 SH	U
• Hazardous Materials Handling	3 SH	U
• Supervision	3 SH	U

(5/14)(5/14)

AMTC

**CGR-AMT-003** 16-JUN-2014**Aviation Maintenance Technician:**

AMTs inspect, service, maintain, troubleshoot and repair aircraft engines, auxiliary power units, propellers, rotor systems, power train systems, and associated airframe and systems-specific electrical components. They service, maintain and repair aircraft fuselages; wings; rotor blades; fixed and movable flight control surfaces; and also bleed aircraft air, hydraulic and fuel systems. AMTs also fill aircrew positions such as flight engineer, flight mechanic, loadmaster, dropmaster, sensor-systems operator and basic aircrewman. Select and sort aviation materiel. Dispose, store, and handle hazardous material safely. Perform aircraft corrosion prevention procedures. Use aviation environmental safety procedures while working on aircraft. Execute aircraft taxi signalman duties and aircraft ground handling procedures. Apply proper aircraft fuel handling procedures. Conduct aircraft fuel sampling. Use proper fireguard processes during aircraft engine start and safe jacking procedures. Inspect aircraft airframe structures, hydraulics, landing gear system, flight controls, fire detection and protection systems, ice and rain protection system, cooling and heating, pressurization power plant, powertrain and fuel system; Use correct safety precautions while maintaining and operating powertrain system, power plant system, hydraulic system, fuel system, flight control system, ice and rain protection system, landing gear system, electrical generation and distribution system, life support system, fire protection and detection, environmental control system, aircraft structure, and avionics systems. Fabricate aircraft tubes, hoses, and cables to conduct airframe structural repairs. Paint aircraft components. Perform maintenance management. Train personnel regarding hangar and shop safety procedures. Maintain systems such as aircraft structural components, hydraulic systems, landing gear, flight controls, fire detection and protection, ice and rain protection, cooling and heating, pressurization, power plant, powertrain, and fuel. Supervise aviation scheduled maintenance. Verify personnel and staffing readiness. Assign personnel to ensure accomplishment of the division maintenance plan. Review individual training reports using 30/60/90 cycle and training documentation. Develop a repair scheme for major aircraft structural damage. Supervise a major aircraft maintenance operation. Supervise training of personnel who operate, maintain, and repair aircraft and aviation support equipment; coordinate administration, planning, and work load scheduling; organize facilities for repair and maintenance of equipment and components; and be responsible for ordering, storing, and inventory of materials and supplies for organizational unit.

• Advanced Aircraft Systems Laboratory	4 SH	L
• Aircraft Systems Laboratory	4 SH	L
• Communications	3 SH	L
• Composite Repair	3 SH	L
• Computer Applications	3 SH	L
• Hazardous Materials Handling	3 SH	L
• Management	3 SH	L
• Supervision	3 SH	L

• Advanced Aircraft Systems Laboratory	4 SH	U
• Aircraft Systems Laboratory	4 SH	U
• Communications	3 SH	U
• Composite Repair	3 SH	U
• Computer Applications	3 SH	U
• Hazardous Materials Handling	3 SH	U
• Management	3 SH	U
• Supervision	3 SH	U

(5/14)(5/14)

AMTCS

**CGR-AMT-003**

01-JUL-2014

**Aviation Maintenance Technician:**

AMTs inspect, service, maintain, troubleshoot and repair aircraft engines, auxiliary power units, propellers, rotor systems, power train systems, and associated airframe and systems-specific electrical components. They service, maintain and repair aircraft fuselages; wings; rotor blades; fixed and movable flight control surfaces; and also bleed aircraft air, hydraulic and fuel systems. AMTs also fill aircrew positions such as flight engineer, flight mechanic, loadmaster, dropmaster, sensor-systems operator and basic aircrewman. Select and sort aviation materiel. Dispose, store, and handle hazardous material safely. Perform aircraft corrosion prevention procedures. Use aviation environmental safety procedures while working on aircraft. Execute aircraft taxi signalman duties and aircraft ground handling procedures. Apply proper aircraft fuel handling procedures. Conduct aircraft fuel sampling. Use proper fireguard processes during aircraft engine start and safe jacking procedures. Inspect aircraft airframe structures, hydraulics, landing gear system, flight controls, fire detection and protection systems, ice and rain protection system, cooling and heating, pressurization power plant, powertrain and fuel system; Use correct safety precautions while maintaining and operating powertrain system, power plant system, hydraulic system, fuel system, flight control system, ice and rain protection system, landing gear system, electrical generation and distribution system, life support system, fire protection and detection, environmental control system, aircraft structure, and avionics systems. Fabricate aircraft tubes, hoses, and cables to conduct airframe structural repairs. Paint aircraft components. Perform maintenance management. Train personnel regarding hangar and shop safety procedures. Maintain systems such as aircraft structural components, hydraulic systems, landing gear, flight controls, fire detection and protection, ice and rain protection, cooling and heating, pressurization, power plant, powertrain, and fuel. Supervise aviation scheduled maintenance. Verify personnel and staffing readiness. Assign personnel to ensure accomplishment of the division maintenance plan. Review individual training reports using 30/60/90 cycle and training documentation. Develop a repair scheme for major aircraft structural damage. Supervise a major aircraft maintenance operation. Supervise training of personnel who operate, maintain, and repair aircraft and aviation support equipment; coordinate administration, planning, and work load scheduling; organize facilities for repair and maintenance of equipment and components; and be responsible for ordering, storing, and inventory of materials and supplies for organizational unit. Coordinate the administrative function of the organizational unit; organize, schedule, and evaluate training; review, evaluate, and recommend improvements to aircraft maintenance procedures; and administer long-range aircraft maintenance program.

• Advanced Aircraft Systems Laboratory	4 SH	L
• Aircraft Systems Laboratory	4 SH	L
• Communications	3 SH	L
• Composite Repair	3 SH	L
• Computer Applications	3 SH	L
• Hazardous Materials Handling	3 SH	L
• Human Resource Management	3 SH	L
• Management	3 SH	L
• Project Management	3 SH	L

• Supervision	3 SH	L
• Advanced Aircraft Systems Laboratory	4 SH	U
• Aircraft Systems Laboratory	4 SH	U
• Communications	3 SH	U
• Composite Repair	3 SH	U
• Computer Applications	3 SH	U
• Hazardous Materials Handling	3 SH	U
• Human Resource Management	3 SH	U
• Management	3 SH	U
• Project Management	3 SH	U
• Supervision	3 SH	U

(5/14)(5/14)

AMTCM

CGR-AMT-003

16-JUL-2014

**Aviation Maintenance Technician:**

AMTs inspect, service, maintain, troubleshoot and repair aircraft engines, auxiliary power units, propellers, rotor systems, power train systems, and associated airframe and systems-specific electrical components. They service, maintain and repair aircraft fuselages; wings; rotor blades; fixed and movable flight control surfaces; and also bleed aircraft air, hydraulic and fuel systems. AMTs also fill aircrew positions such as flight engineer, flight mechanic, loadmaster, dropmaster, sensor-systems operator and basic aircrewman. Select and sort aviation materiel. Dispose, store, and handle hazardous material safely. Perform aircraft corrosion prevention procedures. Use aviation environmental safety procedures while working on aircraft. Execute aircraft taxi signalman duties and aircraft ground handling procedures. Apply proper aircraft fuel handling procedures. Conduct aircraft fuel sampling. Use proper fireguard processes during aircraft engine start and safe jacking procedures. Inspect aircraft airframe structures, hydraulics, landing gear system, flight controls, fire detection and protection systems, ice and rain protection system, cooling and heating, pressurization power plant, powertrain and fuel system; Use correct safety precautions while maintaining and operating powertrain system, power plant system, hydraulic system, fuel system, flight control system, ice and rain protection system, landing gear system, electrical generation and distribution system, life support system, fire protection and detection, environmental control system, aircraft structure, and avionics systems. Fabricate aircraft tubes, hoses, and cables to conduct airframe structural repairs. Paint aircraft components. Perform maintenance management. Train personnel regarding hangar and shop safety procedures. Maintain systems such as aircraft structural components, hydraulic systems, landing gear, flight controls, fire detection and protection, ice and rain protection, cooling and heating, pressurization, power plant, powertrain, and fuel. Supervise aviation scheduled maintenance. Verify personnel and staffing readiness. Assign personnel to ensure accomplishment of the division maintenance plan. Review individual training reports using 30/60/90 cycle and training documentation. Develop a repair scheme for major aircraft structural damage. Supervise a major aircraft maintenance operation. Supervise training of personnel who operate, maintain, and repair aircraft and aviation support equipment; coordinate administration, planning, and work load scheduling; organize facilities for repair and maintenance of equipment and components; and be responsible for ordering, storing, and inventory of materials and supplies for organizational unit. Coordinate the administrative function of the organizational unit; organize, schedule, and evaluate training; review, evaluate, and recommend improvements to aircraft maintenance procedures; and administer long-range aircraft maintenance program. Lead the administration of assigned organizational unit, including planning, organizing, and implementing activities in compliance with policy statements; review personnel, equipment, and material requirements; establish objectives and set priorities in area of responsibility; evaluate and monitor maintenance planning and quality control programs; develop operating budget and monitor expenditures; assist in formulating and implementing safety program; provide technical information and assistance to subordinates; and prepare maintenance evaluation and staff studies.

• Advanced Aircraft Systems Laboratory	4 SH	L
• Aircraft Systems Laboratory	4 SH	L

• Communications	3 SH	L
• Composite Repair	3 SH	L
• Computer Applications	3 SH	L
• Hazardous Materials Handling	3 SH	L
• Human Resource Management	3 SH	L
• Leadership	3 SH	L
• Management	3 SH	L
• Project Management	3 SH	L
• Supervision	3 SH	L
• Advanced Aircraft Systems Laboratory	4 SH	U
• Aircraft Systems Laboratory	4 SH	U
• Communications	3 SH	U
• Composite Repair	3 SH	U
• Computer Applications	3 SH	U
• Hazardous Materials Handling	3 SH	U
• Human Resource Management	3 SH	U
• Leadership	3 SH	U
• Management	3 SH	U
• Project Management	3 SH	U
• Supervision	3 SH	U

(5/14)(5/14)

AVI2 CGW-AVI-003 01-AUG-2014

**Aviation Engineering Specialty:**

Warrant officers serving in the specialty of aviation engineering must meet the requirements of Aircraft Maintenance Officer as described in the Air Operations Manual, COMDTINST M3710 (series). They are operational and technical specialists in the field of aircraft maintenance. They serve as aircraft maintenance officers, assistant aviation engineering officers, and aviation project officers. They plan, schedule, and control all phases of aircraft maintenance. They provide technical advice and information concerning capabilities, limitations, and reliability of aircraft power plants, accessories, airframes, avionics, and equipment. They direct and supervise practices and procedures for service, maintenance, overhaul, repair, inspection, alteration, modification, and adjustment of aircraft powerplants, accessories, airframes, avionics, and equipment. They formulate and supervise training programs and prepare, maintain, and submit personnel and material records, logs, reports, and accounts.

• Communications	3 SH	U
• Occupational Safety	3 SH	U
• Operations Management	3 SH	U
• Project Management	3 SH	U
• Supervision	3 SH	U

(9/08)(9/08)

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

**College Level Test Scores**

NONE

**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.

<b>Course ID</b>	<b>Date Taken</b>	<b>Title</b>	<b>Location</b>	<b>Reason</b>
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**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.militaryguides.acenet.edu/AboutCrEval.htm>.

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.militaryguides.acenet.edu/JointStatement/htm>) 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.militaryguides.acenet.edu>) 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.

## FERPA - The Family Educational Rights and Privacy Act (20 U.S.C. 1232g; 34 CFR Part 99)