



UNITED STATES MARINE CORPS

MARINE CORPS DETACHMENT
 MOTOR TRANSPORT INSTRUCTION COMPANY
 1789 MICHIGAN AVE
 FORT LEONARD WOOD, MISSOURI 65473-8963

SEMI-REFUELER OPERATORS COURSE COMMAND SCREENING CHECKLIST

PURPOSE: To ensure Marines selected to attend the Semi-Refueler Operators Course are fully qualified.

INFORMATION: MOS schools are not screening institutions. In order to prevent Marines from being turned away upon arrival, it is necessary that parent commands ensure their Marines satisfy enrollment prerequisites set forth in MCO 1200.17_, TM 11240-15/3G and this checklist. A failure to satisfy any of the prerequisites listed on the checklist disqualifies a Marine from attending the course.

ACTION: One copy of the completed checklist will be attached with orders prior to TAD assignment. The checklist will be destroyed upon completion of TAD.

NAME: _____		RANK: _____	
EDIPI: _____		UNIT: _____	
PREREQUISITES			REMARKS
1	Does the Marine have an MOS of 353X and have at least one year remaining on current contract?	Yes/No	
2	Does the Marine have a valid OF-346 with an MTVR endorsement? (Shop Use Only License is NOT VALID).	Yes/No	
3	Does the Marine have Driver Improvement entered in MCTFS if age 25 and under?	Yes/No	
4	Does the Marine possess a valid state driver's license? Proof of extension/waiver?	Yes/No	
5	Is the Marine on full duty?	Yes/No	
6	Is the Marine currently assigned to BCP? (All students will have final weigh-in for pro and con marks or fitness report purpose IAW MCO 6110.3).	Yes/No	

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7	Does the Marine possess a Physical Examination for Motor Vehicle Operator's Medical Examiner's Certificate?	Yes/No	
8	Does the Marine possess an activated Gov't Charge Card or received full amount of Per Diem for meals and lodging? MarAdmin 691/13 requires compliance as of 1 February 2014.	Yes/No	
9	Does the Marine have his/her SRB, Medical and Dental Records?	Yes/No	
10	Does the Marine possess appropriate uniforms for the course? A. Service Alpha B. Service Charlie/Bravo (seasonal) C. Utilities, Woodland MarPat (seasonal) D. Utilities, Desert MarPat (seasonal) E. Safety Boots (If Issued) F. Coveralls G. P.T. Gear	Yes/No	
11	Does the Marine have his/her TAD orders?	Yes/No	
12	Does the Marine possess a current Hazardous Materials (Fuel) endorsement page on his/her OF-346? TM 11240-15/3G Pg. 28 Sect. 3-4.	Yes/No	
12	Has the Marine been informed that he/she must hand carry this checklist to the SNCOIC of the Semi-Refueler Operators Course?	Yes/No	

Unit S-3 Chief _____

Phone _____

Signature: _____

Date _____

Company First Sergeant _____

Phone _____

Signature: _____

Date _____

Company Commander _____

Phone _____

Signature: _____

Date _____

Current as of 20141201