Special Warfare Boat Operator (SB)

LaDR
NAVY LEARNING and DEVELOPMENT ROADMAP

January 2017

Career Roadmap

Seaman Recruit to Master Chief Roadmap

The educational roadmap below will assist Sailors in the Special Warfare Boat Operator community through the process of pursuing professional development and advanced education using various military and civilian resources e.g. PQS program; JST/SMART Transcript; NKO (E-Learning); Navy College; etc. Successful leadership is the key to military readiness and will always require a high degree of technical skill, professional knowledge, and intellectual development.

What is a Career Roadmap for Special Warfare Boat Operator?

Special Warfare Boat Operator roadmaps are just what the name implies - a roadmap through the Enlisted Learning and Development Continuum from Seaman Recruit through Master Chief. The principal focus is to standardize a program Navy wide by featuring the existing skills necessary to be successful in the Navy. The ultimate goal of a roadmap is to produce a functional and competent Sailor.

What is the Enlisted Learning and Development Continuum?

Enlisted Learning and Development Continuum is the formal title given to the curriculum and process building on the foundation of Sailorization beginning in our Delayed Entry Program through Recruit Training Command and throughout your entire career. The continuum combines skill training, professional education, well-rounded assignments, and voluntary education. As you progress through your career, early-on skill training diminishes while professional military education gradually increases. Experience is the ever-present constant determining the rate at which a Sailor trades skill training for professional development.

Do Sailors have to follow the Roadmap?

Yes. The Special Warfare Boat Operator roadmap includes the four areas encompassed by the Continuum in Professional Military Education to include; Navy Professional Military Education (NPME), Joint Professional Education (JPME), Leadership and Advanced Education.

Some training and education is mandatory (Recruit Training, SB A-School Training at Naval Special Warfare Center, NKO (E-Learning, etc.)). Some may be directed by your chain of command (Microsoft Excel and PowerPoint courses), and the remainder is voluntary (NKO, E-Learning, college courses, etc.). Sailors are advised to seek out mentors, including your Command Master Chief, Senior Enlisted Advisor, Leading Chief Petty Officer, Leading Petty Officer and Command Career Counselor, and to make use of your Base Navy College or Education Office vast resources. All are uniquely qualified to help you along the way.

United States Navy Ethos

We are the United States Navy, our Nation's sea power - ready guardians of peace, victorious in war.

We are professional Sailors and Civilians - a diverse and agile force exemplifying the highest standards of service to our Nation, at home and abroad, at sea and ashore.

Integrity is the foundation of our conduct; respect for others is fundamental to our character; decisive leadership is crucial to our success.

We are a team, disciplined and well-prepared, committed to mission accomplishment. We do not waver in our dedication and accountability to our Shipmates and families.

We are patriots, forged by the Navy's core values of Honor, Courage and Commitment. In times of war and peace, our actions reflect our proud heritage and tradition.

We defend our Nation and prevail in the face of adversity with strength, determination, and dignity.

We are the United States Navy.

The Sailor's Creed

I am a United States Sailor.
I will support and defend the Constitution of the United States of America and I will obey the orders of those appointed over me.
I represent the fighting spirit of the Navy and those who have gone before me to defend freedom and democracy around the world.
I proudly serve my country's Navy combat team with Honor, Courage, and Commitment.
I am committed to excellence and the fair treatment of all.

The Special Warfare Combatant-Craft Crewman Creed

In our nation's time of need, an elite brotherhood of Sailors stands ready off distant shores and on shallow rivers. Defending freedom, they serve with honor and distinction. I am proud to be one of these Sailors.

I am a Special Warfare Combatant-Craft Crewman: a quiet professional; tried, tested and dedicated to achieving excellence in maritime special operations. I am a disciplined, confident and highly motivated warrior.

My honor and integrity are beyond reproach, my commitment unquestioned and my word trusted. The American people depend on me to carry out my mission in a professional manner.

I maintain my craft, equipment and myself at the highest level of combat readiness. I set the standard and lead by example. I am responsible for my actions and accountable to my teammates. I challenge my brothers to perform, as I expect them to challenge me.

I am ready for war. I will close and engage the enemy with the full combat power of my craft. My actions will be decisive yet measured. I will always complete the mission. I will never quit and I will leave no one behind.

My heritage comes from the Sailors who operated the PT boats of WWII and combatant craft of Viet Nam. The legacy of these warriors guides my actions. I will always remember the courage, perseverance and sacrifices made to guarantee our nation's freedom. I uphold the honor of those who have fought before me and will do nothing to disgrace my proud heritage.

ON TIME! **ON TARGET!** **NEVER QUIT!**

SB CAREER PATH

Special Warfare Boat Operators (SB) support and perform maritime special operations in open ocean, littoral and riverine environments. SBs are experts in special operations tactics, small unit leadership, detailed mission planning, cultural awareness, advanced weapons tactics, depot level maintenance, tactical communications, advanced craft operations and preventive and corrective maintenance, long-range, over the horizon and riverine navigation, tactical combat medicine and intelligence operations. Every member of a Special Boat Team receives in-depth cross training to enable them to perform in other positions aboard special operations combatant-craft. The SB rate is Sea-duty intensive.

YEARS OF SERVICE	CAREER MILESTONES	AVERAGE TIME TO PROMOTE	COMMISSIONING OR SPECIAL PROGRAMS	SEA SHORE FLOW	TYPICAL CAREER PATH DEVELOPMENT
28-30	SBCM	20.1 Yrs	CMC	36	5th Non Operational or 8th Operational Tour Billet: CMC, LCPO, Staff duty. Duty: Team, Squadron, CNSWC, NSWCEN, NSW Groups, NSW Units.
26-28	SBCM	20.1 Yrs	CMC	36	4th Non Operational or 7th Operational Tour Billet: CMC, LCPO, Staff duty. Duty: Team, Squadron, CNSWC, NSWCEN, NSW Groups, NSW Units.
23-26	SBCM SBCS	20.1 Yrs 16.9	CMC, CSC	36	3rd Non Operational or 6th Operational Tour Billet: LCPO, Staff duty. Duty: Team, Squadron, SA, NSWCEN, NSW Groups, NSW Units.
20-23	SBCM SBCS SBC	20.1 Yrs 16.9 11.6	CWO, CMC, CSC	36	2nd Non Operational or 5th Operational Tour Billet: LCPO, Staff duty. Duty: Team, Squadron, SA, NSWCEN, NSW Groups, NSW Units. Qualification: Master Mariner (Master).
17-20	SBCM SBCS SBC	20.1 Yrs 16.9 11.6	CWO, CMC, CSC	36	4th Operational Tour Billet: Troop LCPO, Detailer, Staff duty, Team CPO. Duty: Team, Squadron, SA. Qualification: Master Mariner (Advanced).
14-17	SBCS SBC	16.9 Yrs 11.6	LDO, CWO, CSC	48	1st Non Operational Tour Billet: Troop LCPO, Instructor, Staff duty. Duty: NSWCEN, NSW Groups, NSW Units. Qualification: MTS, Patrol Officer.
9-14	SBC SB1	11.6 Yrs 6.7	LDO, CWO	48	3rd Operational Tour Billet: Boat Crew Leader, Team LPO, Team CPO, MLE Team Leader, CFT. Duty: Team, Squadron, SA. Qualification: Patrol Officer, SWCC Master.
YEARS OF SERVICE	**CAREER MILESTONES**	**AVERAGE TIME TO PROMOTE**	**COMMISSIONING OR SPECIAL PROGRAMS**	**SEA SHORE FLOW**	**TYPICAL CAREER PATH DEVELOPMENT**

SB CAREER PATH

YEARS OF SERVICE	CAREER MILESTONES	AVERAGE TIME TO PROMOTE	COMMISSIONING OR SPECIAL PROGRAMS	SEA SHORE FLOW	TYPICAL CAREER PATH DEVELOPMENT
6-9	SB1 SB2	6.7 Yrs 2.5	LDO, OCS, MECP	60	2nd Operational Tour Billet: Boat Crew Leader, Instructor, Troop Lead Navigator, MLE Member. Duty: Team, Squadron. Qualification: Boat Captain, MTS, Master Mariner (Intermediate), SWCC Senior.
1-6	SB2 SB3	2.5 Yrs 1.4	STA-21, MECP, OCS, Naval Academy, NROTC	60	1st Operational Tour Billet: SWCC, Boat Crew Leader. Duty: Team, Squadron. Qualification: Chief Engineer, Boat Captain, Master Mariner (Basic), SWCC Basic.
0-1+	SB3 SBSN SBSA Accession Training	1 Yr			Recruit Training and all schools or training events required to be completed prior to reporting to their first operational command.
YEARS OF SERVICE	**CAREER MILESTONES**	**AVERAGE TIME TO PROMOTE**	**COMMISSIONING OR SPECIAL PROGRAMS**	**SEA SHORE FLOW**	**TYPICAL CAREER PATH DEVELOPMENT**

Notes:

1. In addition to the above career path, an SB is advanced due to his proven leadership, performance and required qualifications commensurate with paygrade.

2. The following are the only recognized current leadership positions and should appear in evaluation block 29, they can also be used in block 40/41 for future career milestone recommendations. Primary Duties other than those listed below are considered diversity and are enhancing for an individual's experience. For positions other than listed below, verify with Board Rating SME for past leadership position nomenclature.

3. Considerations for promotion from E6 to E7:

   a. Prior to selection for SBC the candidate should have successfully completed an LPO tour for a minimum of 12 months. Should be qualified as a SWCC Senior (prior to 2012, Boat Captain should be annotated).

   b. Candidate should complete the NSW LPO Course and if possible the Career Education Program (CEP 1) Joint Fundamentals.

   c. Leadership Positions:

TRP LEAD NAV - Troop Lead Navigator
MOB TRP LPO – Mobility Troop Leading Petty Officer
TEAM LPO – Team Leading Petty Officer
NSWAD LPO – Naval Special Warfare Anchor Detachment Leading Petty Officer
CFT/SO LPO – Cross Functional Team Leading Petty Officer
ADV TRNG LPO - Advanced Training Leading Petty Officer
MS&T LPO – Maritime Selection and Training Leading Petty Officer
TRNGLPO – Training Department Leading Petty Officer

PHASE LPO – Orientation, BCT, CQT Leading Petty Officer
SCS LPO – SWCC Core Skills Leading Petty Officer
BGS TRNG LPO– Basic Ground Skills Training Leading Petty Officer

4. Considerations for promotion from E7 to E8:

   a. Prior to selection for SBCS the candidate should have successfully completed tour as a Team Chief, MLE Team Leader or documented operational leadership. Should be qualified as a SWCC Master (prior to 2012, Patrol Officer should be annotated).

   b. Candidate should complete the NSW Platoon Leaders Course and if possible the Career Education Program (CEP2) Enterprise Management.

   c. Leadership Positions:

TEAM CHIEF
MOB TEAM CPO – Mobility Team Chief Petty Officer
CFT/SOCHIEF – Cross Functional Team Chief Petty Officer
NSWAD CHIEF - Naval Special Warfare Anchor Detachment Chief Petty Officer
MLE TM LEADER – Military Liaison Team Leader
ADV TRNG LCPO – Advanced Training Leading Chief Petty Officer
PHASE CHIEF - Orientation Chief Petty Officer
MAINT CHIEF – Maintenance Chief Petty Officer
SCS LCPO - SWCC Core Skills Leading Chief Petty Officer
BGS LCPO – Basic Ground Skills Leading Chief Petty Officer

5. Considerations for promotion from E8 to E9:

   a. Prior to selection for SBCM the candidate should have successfully completed a tour as LCPO with successful completion as a Troop LCPO. Should be qualified as a SWCC Master (prior to 2012, Patrol Officer should be annotated).

   b. Candidate should complete Career Education Program (CEP 3) Joint Senior Enlisted Academy (JSOF-SEA) or a service equivalent academy.

   c. Leadership Positions:

MOB TRP LCPO – Mobility Troop Leading Chief Petty Officer
TROOP LCPO – Troop Leading Chief Petty Officer
MS&T LCPO - Maritime Selection and Training Leading Chief Petty Officer
NSWAD LCPO – Naval Special Warfare Anchor Detachment Leading Chief Petty Officer
CFT/SO LCPO – Cross Functional Troop Leading Chief Petty Officer
OPS LCPO – Operations Department Leading Chief Petty Officer
TRAINING LCPO – Training Department Leading Chief Petty Officer
PHASE LCPO - BCT, CQT Leading Chief Petty Officer
STT LCPO – SWCC Training Troop Leading Chief Petty Officer

Special Warfare Boat Operator
Petty Officer First Class
(Journeyman/Master)

NAME_____

SKILL TRAINING

(Schools, courses and assignments directly related to occupation)

REQUIRED SKILL TRAINING

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
None				

RECOMMENDED SKILL TRAINING

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
USCG Captain's License COI, Master up to 100 GT	Various	Various	2 weeks	
Administrative Laser Systems Safety Officer Course [1]	San Diego, CA Little Creek, VA	A-493-0067	1 week	
Military Free Fall Jump Master (MFF/JM) [1]	Yuma, AZ	2E-F5G/011-F15	4 weeks	
Air Drop Load Inspector [1]	Fort Lee, VA	K-860-0010, 4N-F3/860-F1	1 week	
TSO [1]	NSWATC	K-431-0109	3 weeks	
SpecOps Mission Planning Environment (SOMPE-MARITIME) [1]	San Diego, CA	Various	2 weeks	

1 - A variety of NSW, civilian, Joint and other service courses and training are available based on duty and department assignment, e.g., Air Operations, Weapons/Ordnance, Engineering, Navigation, Medical, CBRND, Communications, Intelligence, Ground Mobility, Maintenance and Logistics.

NAVY ENLISTED CLASSIFICATION CODE (NEC) OPPORTUNITIES

Course Title	Course Location	CIN/CSE/ACE ID	Course Length	Date Completed
9554 - Master Naval Parachutist	Various	Various		
9569 - Joint Terminal Attack Controller Instructor (JTAC-I)	Various	Various		

JOB DESCRIPTION

The SB1 serves primarily as a Combatant Craft Detachment Team Leading Petty Officer (LPO) or Boat Crew Leader (BCL) member of a Special Boat Team or Naval Special Warfare Group Four training detachments, or as an instructor at the Naval Special Warfare Basic Training Command. He may also be assigned a Military Liaison Team Member, Cross Functional Team LPO (CFT LPO) or Troop Lead Navigator at alternate tour commands. As a qualified Combatant Craft Boat Captain the SB1 manages boat crews and support personnel in preparing for and executing NSW operations. Serving in this capacity, he has weapons release authority, a responsibility normally reserved for senior line officers. The SB1 is responsible for the combat readiness of his Detachment craft and crew. As a qualified 3M Division Officer (recommended), he is responsible for properly documenting, reviewing and reporting all Detachment craft repairs, maintenance and supply requirements. The SB1 trains foreign nationals or conducts classroom and practical instruction either at the schoolhouse or during pre-deployment and inter-operative training.

RECOMMENDED BILLET ASSIGNMENTS

Operational Tour: Special Boat Team, Special Reconnaissance Team, DEVGRU.
Training Tour: Instructor- Basic Training Command (BTC), Advanced, Training Command (ATC), SBT Training Department, NAVSCIATTS, DET Stennis.
Staff Tour: NSW Group HQ, NSW Unit (OCONUS)
Alternate Tour: Recruiter, Navy Parachute Team (NPT), Defense Language Institute student (DLI)

PERSONAL AND PROFESSIONAL DEVELOPMENT (Completed at reporting 30 day Career Development Board)

Command Address: _____ QD Phone Number: _____

_____

Division Officer: _____ Phone Number: _____

Leading Chief Petty Officer: _____ Phone Number: _____

Leading Petty Officer: _____ Phone Number: _____

Sponsor/Mentor: _____ Phone Number: _____

Depart/Division Career Counselor: _____ Phone Number: _____

ADSD: _____ REPORT DATE: _____ EAOS: _____ PRD: _____ SEA / SHORE: _____/____
PAYGRADE E6 (3 Years time in service required to be eligible for advancement to E-7)

Date Advanced: _____ Eligible Advancement Date: _____ Number of times up: _____ HYT Date: _____

Security Clearance Level: _____ Date Last updated: _____ Command INDOC complete: _____

CAREER DEVELOPMENT BOARDS: Use OPNAVINST 1040.11(ser) & Career Counselor Handbook NAVPERS 15878
(E6) Reason for Convening/Discussion Items: (Upon completion update (CIMS) Career Information Management System)

Reporting (within 30 days for active duty or three drill weekends for SELRES) (Date Conducted): _____

6 Month: _____ 12 Month: _____ 24 Month: _____36 Month: _____48 Month: _____

60 Month: _____ CPO 365: _____ Special Program: _____ Member Request: _____

HYT 24 months (Date): _____ HYT 12 months (Date): _____ HYT Waiver Date: _____Approve/Disapprove

Career Waypoint 15 months to EAOS: _____ Career Waypoint not approved: _____ CMS/ID 13 months to PRD: _____

Rating Conversion: _____ Navy Formal Training Schools Request ("A"/"C"etc): _____

Transfer: _____ Early Separation: _____ Fleet Reserve Retirement Options:_____

Physical Fitness Test Failure: _____ Career Status Bonus (election message received): _____

Advancement Center: Visit NKO Navy Advancement page located under the Career Management Tab
(Items to collect/discuss: Bibliography for Advancement, Enlisted Advancement Exam Strategy Guide, Profile Sheets)

Selection Board Ineligible/Non-Select: _____ Standard Score 40 or less/failed: _____

Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series):

Commissioning Programs Applications: _____ (prior to submission, command endorsement):_____

Naval Academy _____ Naval Academy Preparatory School (NAPS) _____ Limited Duty Officer _____

Officer Candidate School _____ Seaman to Admiral 21 (STA-21) _____

Medical Enlisted Commissioning Program (MECP) _____ Medical Service Corps In-service Procurement _____

Navy Leader Planning Guide: Log on to NKO and select the Leadership Tab to access this guide.

SELECTION BOARD CHECKLIST FOR E6 PROMOTION TO CPO

Step 1 - Review your Official Record to see what documentation, qualifications, etc. may be missing or requiring an update. This should be accomplished every six months after promotion to Second Class. However, it is imperative that this is accomplished six months prior to a selection board. Check the following three major sections to verify your Official Record:

a. **BUPERS Online**: BUPERS Online (https://www.bol.navy.mil) is your main tool to ensure your record is up to date and helps you to be proactive in making the most of your promotion opportunity. You should review your:
   1. **Official Military Personnel File (OMPF)**: All active duty and reserve personnel having a BOL account, a CAC (with appropriate certificates) and a CAC-enabled computer can now view their OMPF online by selecting the OMPF option on the BOL main menu page. This is the preferred method of obtaining OMPF information to eliminate the unnecessary time-lags caused by waiting days or weeks to receive a requested CD ROM.
   2. **If Deployed:** Click on "*Request Record on CD*" to order your Official Military Personnel File (OMPF). This must be accomplished four to six months before a board convenes, which will allow time for delivery and updating of your record if required.
   3. Check your **Performance Summary Record (PSR)** and **Enlisted Summary Record (ESR)** on https://www.bol.navy.mil, click on the "*ODC, OSR, PSR, ESR*" link.
b. **Electronic Service Record (ESR)** Self-Service ESR: This can be viewed at (https://nsips.nmci.navy.mil) or on the Navy Standard Integrated Personnel System (NSIPS) ESR server onboard ship.
c. **Electronic Training Jacket (ETJ)**: Log-on to Navy Knowledge Online (NKO) and review your entire ETJ making sure that each section is correct. If not, clicking on "*Data Problems*" at the bottom of each page which will guide you on how to make corrections or updates.
d. **US Navy Awards website**: Log onto (https://awards.navy.mil/) to review any awards you may qualify for but were unaware of.

Step 2 - Submit appropriate missing documents to the selection board.

a. Selection board packages provide candidates the opportunity to submit any documents missing from the sections of their records which are viewed by the selection boards. MILPERSMAN 1070-080 specifies which documents from the enlisted permanent personnel record are provided to the selection board for review. Any documents the member has verified as missing from those sections of their permanent personnel record may be submitted as a selection board package.
b. For submissions directly to the board and for those circumstances where the eligible candidate cannot get their official record updated and confirmed prior to the selection board convening date:
   1. All correspondence should be on plain white paper for readability; paper clipped (no staples, binders, folders, or tabs) and submitted under cover letter to the president of the board. Candidates must verify the correct subject line and board number (see below) is on their cover letters to ensure their packages appear before the proper board.
   2. Correspondence must include your Full name and SSN, must be affixed and legible on all documents submitted, and must be postmarked not later than that date listed in the associated NAVADMIN and addressed to:

      NAVY PERSONNEL COMMAND CUSTOMER SERVICE CENTER
      PRESIDENT
      FY-**XX ACTIVE/RESERVE** E7 ENLISTED SELECTION BOARD **#XXX**
      5640 TICONDEROGA LOOP BLDG 768 RM E302
      MILLINGTON TN 38055
      (Active = 360 / SELRES = 335 / FTS = 336)

      (Use of special handling mail (certified or registered) is not advised due to significant delays in handling.)

c. Ensure official record reflects any individual augmentation mission. (awards, evals, NEC, etc).
d. Check http://www.npc.navy.mil/Boards/ActiveDutyEnlisted/GeneralInformation.htm to verify that the selection board has received your correspondence (if sent).

NOTE: It is highly recommended that if corrections or updates are made, review your OMPF, or if Deployed, re-order your CD-Rom to confirm changes. (NOTE: Please allow 60 days for changes to take effect)

Step 3 - After reviewing your service record - such as evaluations, awards, qualifications, etc. - start reviewing what you can do to improve yourself, such as:

a. Request a **Career Development Board (CDB)** through your chain of command.
b. Take a good, hard look at the type of **Collateral Duties** you are assigned. Review your command collateral duties instruction and talk with your COC and / or appear before the CDB. Take the tough command duties that provide the most involvement in the command as a whole and that have direct sailor support.
c. Review your current level of education to see how far along you are in earning a **college degree** and pursue **non-resident Navy courses** to expand your level of knowledge. Complete the **Navy e-Learning courses** on **NKO** that are recommended in this document.
d. Check out **OTHER Learning Opportunities** to add to your service record, such as the CANTRAC Volume I (Training Facilities) and CANTRAC Volume II (Course Descriptions). NKO at Learning > Learning Opportunities

Step 4 - Review qualifications that your rating values or requires for advancement and create a plan to earn these important pieces in the professional growth and advancement puzzle. Read the applicable NAVADMIN for additional dates and information, and review previous selection board precepts.

Step 5 - Prepare for the next CPO Advancement Exam cycle in January for Active Duty & February for Reserves as soon as the Bibliography References are posted six months prior in July. Use the Navy Advancement Center info and website listed above in the advancement section.

Step 6 - CPO365 Phase 1 & 2: See your Chief to obtain the current CPO365 Development Guide (CPODG)

Phase 1: Begins September 17 and concludes when the NAVADMIN announcing CPO selection is released. CPO 365 training is not intended to distract or take away from yours or our FCPOs primary duties, but will serve to enhance their ability to lead. It is used to build the foundation in the year round training cycle. Phase 1 sparks the teamwork and initial training to engage the FCPOs on their road to becoming Chief Petty Officers. It is understood that not all FCPOs will promote to CPO. As much as CPO 365 prepares a person to enter the mess, just as importantly - it also helps our FCPOs to be better workcenter supervisors and Leading Petty Officers. For that reason all FCPOs will participate throughout Phase 1&2, regardless of whether they are board-eligible or have participated in previous years.

Phase 2: Begins when the NAVADMIN announcing CPO selection is released and is designed as the final training period to prepare Selectees for entry into the Chiefs' Mess. This phase culminates with the Final Test, followed by a pinning ceremony on September 16, or a suitable date.
As determined to be appropriate by the CPO mess, all FCPOs will continue to participate in some form of CPO 365 training throughout Phase 2 - when and where practical. It is agreed that there will be several instances where CPO Selectees and non Selects will conduct separate sessions.

QUALIFICATIONS AND CERTIFICATIONS

Sea/Shore General Qualifications Watch Standing Qualifications	Report Date	Completion Date (If qualification is not required place N/A in this Block)

Mandatory warfare qualification for enlisted Sailors assigned to designated warfare qualifying commands:

Warfare qualification programs	Report Date	Completion Date (If qualification is not required place N/A in this Block)

Rate Specific/Department Qualifications (Add)	Report Date	Completion Date (If qualification is not required place N/A in this Block)
Military Freefall Jumpmaster		
NSW Air Ops Trainer		
NSW Air Ops Trainer Examiner		
HRST/C Master Instructor		
Drop Zone Safety Officer		
Air Drop Load Inspector		
USCG 50/100 Ton License		
Laser Range RSO		
JTAC-Instructor		
JTAC-Evaluator		
SWCC STRO COI		
Advanced Special Operations Technician Lvl III		
Master Mariner Advanced		
Maritime External Air System Transport Master (MEATS)		
Maintenance and Material Management (3M)		
3M 304 (Division Officer)		
3M 305 (Dept. Assistant)		

CERTIFICATIONS

The following post military occupations are similar to the SB-Special Warfare Boat Operator Rating. For more information about these occupations, visit NAVY COOL at https://www.cool.navy.mil/usn/.

Occupation (Civilian Employer)
Electrical and Electronics Repairers, Commercial and Industrial Equipment
First-Line Supervisors of Mechanics, Installers, and Repairers
First-Line Supervisors of Transportation and Material-Moving Machine and Vehicle Operators
General and Operations Managers
Logisticians
Maintenance Workers, Machinery
Mates- Ship, Boat, and Barge
Mobile Heavy Equipment Mechanics, Except Engines
Motorboat Mechanics and Service Technicians
Motorboat Operators
Pilots, Ship
Radio Operators
Sailors and Marine Oilers
Ship and Boat Captains

Occupation (Federal Employer)
0132 - Intelligence Series
1361 - Navigational Information Series
5782 - Ship Operating
5784 - Riverboat Operating
5786 - Small Craft Operating
6502 - Explosives Operating
6610 - Small Arms Repairing
6656 - Special Weapons Systems Mechanic
9901 - (Miscellaneous jobs not covered by specific occupational codes)
9957 - Engine Utilityman

Navy COOL: The following certifications and licenses are applicable to the SB-Special Warfare Boat Operator rating. *They may require additional education, training or experience.*

Target paygrade	Certifying Agency	Credential Title	Date Completed
E4	American Board for Certification in Homeland Security (ABCHS)	Certified in Homeland Security Level V (CHS-V)	
E4	Electronics Technicians Association, International (ETA-I)	Apprentice (APP)	
E4	Electronics Technicians Association, International (ETA-I)	Associate Electronics Technician (CETa)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate AC (EM2)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Analog (EM3)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Comprehensive (EM5)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate DC (EM1)	
E4	Electronics Technicians Association, International (ETA-I)	Electronics Associate Digital (EM4)	
E4	Electronics Technicians Association, International (ETA-I)	General Communications Technician - Level 1 (GCT1)	
E5	Electronics Technicians Association, International (ETA-I)	Wireless Communications Electronics Technician (WCM)	
E4	Federal Communications Commission (FCC)	Marine Radio Operator Permit (MP)	
E5	Institute of Certified Professional Managers (ICPM)	Certified Manager (CM)	
E6	National Private Truck Council (NPTC)	Certified Transportation Professional (CTP)	
E4	National Registry of Emergency Medical Technicians (NREMT)	Emergency Medical Technician (EMT)	
E7	Professional Evaluation and Certification Board (PECB)	ISO 9001 Foundation - Quality Certification	
E7	The International Society of Logistics (SOLE)	Certified Professional Logistician (CPL)	
E4	Transportation Security Administration (TSA)	Transportation Worker Identification Credential (TWIC)	
E6	United States Coast Guard (USCG)	Master Inland/Mate Near Coastal	
E6	United States Coast Guard (USCG)	Master Near Coastal	
E6	United States Coast Guard (USCG)	Master of 100 GRT-Limited	
E6	United States Coast Guard (USCG)	Master of Towing Vessels-Limited	
E5	United States Coast Guard (USCG)	National 2nd Mate Unlimited OC or NC	
E5	United States Coast Guard (USCG)	National 3rd Mate Unlimited OC or NC	
E6	United States Coast Guard (USCG)	National Chief Mate Unlimited OC or NC	
E6	United States Coast Guard (USCG)	National First Class Pilot	
E4	United States Coast Guard (USCG)	National Lifeboatman and Lifeboatman-Limited	
E6	United States Coast Guard (USCG)	National Limited Master 100/Limited OUPV	
E7	United States Coast Guard (USCG)	National Master 200 GL and Inland	
E6	United States Coast Guard (USCG)	National Master 200 NC	
E7	United States Coast Guard (USCG)	National Master 500/1600 GL and Inland	
E7	United States Coast Guard (USCG)	National Master of Unlimited GL and Inland	
E7	United States Coast Guard (USCG)	National Master of Unlimited OC or NC	
E6	United States Coast Guard (USCG)	National Mate 200 GL and Inland	
E6	United States Coast Guard (USCG)	National Mate 500/1600 GL and Inland	
E6	United States Coast Guard (USCG)	National Mate 500/1600 NC	
E6	United States Coast Guard (USCG)	National Mate 500/1600 OC	
E6	United States Coast Guard (USCG)	National Mate Unlimited GL and Inland	
E4	United States Parachute Association (USPA)	USPA A License	
E6	United States Parachute Association (USPA)	USPA B License	
E6	United States Parachute Association (USPA)	USPA C License	
E6	United States Parachute Association (USPA)	USPA D License	

Visit Navy COOL at https://www.cool.navy.mil/usn/ for additional Credentials that you may qualify to earn; however funding may be limited to your GI Bill.

UNITED SERVICES MILITARY APPRENTICESHIP PROGRAM (USMAP):

Rank	Apprenticeship	Date Completed
E1 - E9	Armory Technician	
E1 - E9	Computer Operator	

Visit USMAP https://usmap.netc.navy.mil/usmapss/static/index.htm for additional information.

STAY NAVY

REENLIST / EXTEND: Request Chit/Form: _____ Career Waypoints-Reenlistment Approval: _____

Selective Training and Reenlistment (STAR): _____ Guaranteed Assignment in Detailing (GUARD 2000): _____

School as a Reenlistment Incentive: _____ Prior Service Reenlistment Eligibility - Reserve (PRISE-R):_____

Career Management System/Interactive Detailing (CMS/ID): _____

Medical/Dental Screening: _____ Command Recommendation (evaluation): _____ Bonus: _____ Ceremony: _____

Career Waypoints-Reenlistment:

The Command Career Counselor is your local advocate to assist you with the Career Waypoints application process.

- E3-E6 Sailors with less than 14 years of service must submit a Career Waypoint application, regardless of reenlistment intentions. Sailors who do not desire to reenlist will submit an "intends to separate" application. Sailors not eligible for reenlistment will submit a "not eligible" application.
- The Career Waypoints system automatically generates most of the applications needed by Sailors. Applications must be submitted no later than 13 months prior to expiration of active obligated service (EAOS) or as extended (SEAOS). Sailors with less than 24 months of contract time remaining at their projected rotation date (PRD) will submit an application 12 months prior to their PRD. In either case, the Career Waypoints system will automatically generate applications for Sailors 15 months prior to either timeframe. Applications required outside of the established C-Way gates can be submitted as Special Circumstance applications. Examples of when these may be needed include OBLISERVE for special duty, decommissioning or homeport shift.
- The C-Way 3-2-1 Process aligns career decisions with the detailing process. Soft End of Active Obligated Service (SEAOS)/End of Active Obligated Service (EAOS) applications are created by C-Way at the 15 month from SEAOS/EAOS mark and must be submitted by the Command Career Counselor at the 13 month mark. This provides time for the Career Counselor to validate the Sailor's information and to ascertain the Sailors career intentions. The first C-Way review gate occurs from 13 to 10 months from SEAOS/EAOS with career choice options of in-rate, conversion, and Selected Reserve. The second review gate occurs from 9 to 7 months from SEAOS/EAOS with career choice options of conversion and Selected Reserve. From 6 months to 3 months to SEAOS/EAOS the Sailor can only choose Selected Reserve affiliation.
- Monthly reenlistment quotas are limited and must be reserved for our best and brightest Sailors who desire to Stay Navy.
  Sailors must choose one of the following based on their desires and qualifications:
  - Reenlist-in-Rate,
  - Reenlist-in-rate, Willing to Convert
  - Convert only
  - SELRES option
  - Intend to separate
  - Not eligible

In February 2014, C-Way delivered auto-approval capabilities to provide reenlistment decisions on SEAOS/EAOS applications more quickly for eligible ratings. This changed the monthly processing of reenlistment applications as described below.

- If you are in an, "open" rating or a "balanced" rating in an undermanned year group or an E-6, you are eligible for reenlistment, and your application is submitted with correct data it will be auto-approved and returned immediately, and you can reenlist.
- If you are in a "competitive" rating or a balanced rating but not an undermanned year group, then your application will be processed through the monthly Rack and Stack process. Applications submitted in one month are processed in Rack and Stack the following month.
- For Nuclear ratings, all applications are reviewed by enlisted community managers on an ongoing basis throughout the processing month.
- If required data is missing (evaluations, Physical Fitness Assessment (PFA) data, security clearance etc.) the application will be denied with a note to your career counselor regarding what needs to be fixed. It is critical the Command Career Counselor reviews these notes to ensure Sailor's are not disadvantaged in their opportunities for retention.

- Upon completion of the monthly process, Career Waypoints results will be available to command users via the Monthly report section of the Career Waypoints system.
- Additional guidance MILPERSMAN 1440-060, NAVADMIN 149/13, NAVADMIN 150/13, and your Career Counselor

TRANSFER:

15 Months	12 Months	9 Months	6 Months	Orders Received
Career Waypoint____	Career Waypoint____	Career Waypoint____	Accept Orders_____	Screening_____
Exception Family Member___	EFM_____	CMS/ID_____	Reverse Sponsor_____	Obligate_____
CMS/ID_____	CMS/ID_____	SRB_____	Relocation (FFSC) ____	Bonus_____
Continuous Overseas Tours (COT) _____			Medical/Dental_____	
Overseas Tour Extension Incentive Program (OTEIP) _____			SRB_____	

For additional assistance in transfer and relocation, go to the Military HOMEFRONT website: http://www.public.navy.mil/bupers-npc/Pages/default.aspx and visit your Fleet and Family Support Center on base.

SEPARATING/RETIRE:

18 -12 months	6 months	90 days	30 days
Transition GPS _____	MED/DEN _____	Copy of Records_____	Copy of Records _____
Complete DD2648PSD_____	Relocation _____	Microfiche CD_____	PSD_____
Transition Planning_____	Relocation Services (FFSC) _____	Arrange Ceremony_____	MED/DEN _____
	Reserve Affiliation_____	Request Leave / PTDY _____	
	VA/DVA_____		

PHYSICAL FITNESS:

Participate in a year-round physical fitness program to meet Navy fitness and BCA standards. Review and verify accuracy of PFA data in PRIMS within 60 days of the PFA cycle. (PRIMS is accessible through your BUPERS Online Account)

Height_____ Weight_____ If Required (Neck_____ Waist_____ Hips (Female) _____ BCA _____)

Last 2 PRT Cycles: Curl-ups_____/_____ Push-ups_____/_____ Run/Swim/Cardio_____/____ Overall Score_____/_____

List date (if) any PRT/BCA failure(s) over the last 5 years _____/_____ List if any Medical Waiver(s)_____/_____

For more information on Navy Fitness, visit: http://www.navyfitness.org/

PROFESSIONAL MILITARY EDUCATION

(Resident and non-resident coursework designed to enhance a Sailor's general military professional knowledge and abilities)

EDUCATION: (Prior to considering any pursuit of off duty education or program enrollment VISIT YOUR NAVY COLLEGE OFFICE or call the Virtual Education Center (VEC)!!!)

Education Plan Completed (Navy College Office/VEC _____Current Education Level_____

Degree Goal_____
Various distance learning degree options are available using, Sailor and Marine Online Academic Advisor (SMOLAA)

Goal: Date: AA/AS _____ BA/BS _____ Master _____
(Credits to earn a degree - AA/AS: 60 SH/90 QH, BA/BS: 120 SH/180, QH, Master /Doctorate: Variable based on program)

Number of current credits _____ American Council on Education (ACE) recommended credits_____

SOC DNS Agreement _____ Joint Service Transcripts (JST) _____ HS Transcripts_____ College Transcripts_____

Date Degree Obtained: AA/AS _____ BA/BS _____ Master _____ Doctorate _____

For entry into JST, send official transcripts to:
Naval Education and Training Professional Development and Technology Center
Attn: JST Operation Center N615
6490 Saufley Field Road
Pensacola, FL 32509
Phone: 1-877-838-1659
Comm: 757-492-4684
FAX: 757-492-5095
DSN: 492-4684
Email: VEC@navy.mil

VOLUNTARY EDUCATION (Study guides and exam preparations and practice test located on NKO)

Academic skills _____ NCPACE _____CLEP _____DSST _____TA _____MGIB _____Post 9/11 GIB_____

E6 REQUIRED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Chief Petty Officer Selectee Leadership Course	Command Delivered	CPPD-LEAD09-004	30 hours	
ADAMS for Supervisors	Various Locations	S-501-0120	8 hours	
ADAMS for Facilitators	Various Locations	S-501-0110	16 hours	
Ethics Training	Command Delivered			
Required General Military Training Topics For FY 2016 (Standardized Core Training) [1]				
Antiterrorism Level I Awareness	NKO/Command Delivered	CENSECFOR-AT-010-1.0		
Combating Trafficking in Persons General Awareness	NKO/Command Delivered	DOD-CTIP-1.0		
Counterintelligence Awareness and Reporting	NKO/Command Delivered	DOD-CIAR-1.0		
Cyber Awareness Challenge V3	NKO/Command Delivered	DOD-IAA-V13.0		
Operations Security (Uncle Sam's OPSEC)	NKO/Command Delivered	NIOC-USOPSEC-2.0		
Privacy and Personally Identifiable Information	NKO/Command Delivered	DOD-PII-2.0		
Records Management	NKO/Command Delivered	DOR-RM-010-1.1		
Sexual Assault Prevention and Response Awareness (SAPR)	Command Delivered	CPPD-GMT-SAPRA-1.0 CC		
Equal Opportunity/Sexual Harassment/Grievance Procedures [2]	Command Delivered	CPPD-GMT-EOSH-1.0		
Suicide Prevention	Command Delivered	CPPD-GMT-SAP-1.0		
Required General Military Training Topics For FY 2016 (Command-Assigned Readiness –Enhancement topics; biennial periodicity) [3]				
Alcohol, Drug, and Tobacco Awareness	Command Delivered	CPPD-GMT-ADTA-1.0		
Domestic Violence Prevention and Reporting	NKO/Command Delivered	CPPD-GMT-DV-1.0		
Sexual Health and Responsibility	NKO/Command Delivered	CPPD-GMT-SHR-1.0		
Stress Management	Command Delivered	CPPD-GMT-SM-1.0		

1 - Verify GMT topics on NKO GMT web page.
2 - Course should be delivered in conjunction with SAPR. If not practicable, separate training is still required.
3 - Topics to be delivered once per deployment cycle. If deployment cycle is not applicable or exceeds two years between deployments, then deliver once every two years.

E6 REQUIRED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NSW LPO Preparatory COI	San Diego, CA / Little Creek, VA	K-431-8001	2 weeks	
JSOU Joint Fundamentals COI	Distance Learning	SOE-2220 / CEP-1	8 weeks	

E6 RECOMMENDED NAVY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
Leadership Core Continuum (LCC)	Command Delivered	CPPD10-LCC (Series)	6 hours	
Military Requirements for Chief Petty Officer (EDITION 1/1/1991)		NAVEDTRA 14144		
Basic Enlisted Professional Military Education (BEPME)	NKO	Military DON/ PME	20 hours	
Block 1 Basic EPME - Introduction	NKO	EPME-BASIC-B1		
Block 2 Basic EPME - Navy History and Heritage	NKO	EPME-BASIC-B2		
Block 3 Basic EPME - The Navy Professional	NKO	EPME-BASIC-B3		
Block 4 Basic EPME - Organization and Guidance	NKO	EPME-BASIC-B4		
Block 5 Basic EPME - Planning	NKO	EPME-BASIC-B5		
Block 6 Basic EPME - Regional Expertise and Cultural Awareness	NKO	EPME-BASIC-B6		
Block 7 Basic EPME - Technology for the Warfighter	NKO	EPME-BASIC-B7		
Block 8 Basic EPME - Conclusion	NKO	EPME-BASIC-B8		
Navy Reserve Fundamentals for Active Duty Course	NKO	NAVRESFOR-NRF-3.0	10 hours	
Nutrition	NKO	NMHCI2107V2.1	1 hour	
Culture	NKO or College Course	Foreign Language and Culture	45 hours	
Communication	College Course		45 hours	
English 101	College Course		45 hours	
English Reading	College Course		45 hours	
English Writing	College Course		45 hours	
Geography	College Course		45 hours	
History	College Course		45 hours	
Humanities	College Course		45 hours	
Language and Literature Study Guides	College Course		45 hours	
Math	College Course		45 hours	
Physical Sciences	College Course		45 hours	
Social Sciences	College Course		45 hours	
Speech	College Course		45 hours	
Recommended General Military Training Topics For FY 2016 (Delivery determined by command discretion) [1]				
Energy Policy	Command Delivered	OPNAV-GMTE-1.0		
Hazing Policy and Prevention	Command Delivered	CPPD-GMT-HPP-1.0		
Operational Risk Management	NKO/Command Delivered	CPPD-GMT-ORM-1.0		
Personal Financial Management	Command Delivered	CPPD-GMT-PFM16-1.0		
Physical Readiness	NKO/Command Delivered	CPPD-GMT-PRT-2.0		

1 - Verify GMT topics on NKO GMT web page.

Courses with Recommended Reserve Points:

Commander Navy Reserve Forces (CNRF) N7 determines the number of reserve points awarded for completion of a course taken on Navy E-Learning. This listing should only be used as a guide and is subject to change by direction of CNFR N7.

Navy E-Learning has no control over how many, if any, reserve points are eventually awarded for the completion of a course. All questions concerning the award of reserve points should be directed to CNFR N7.

E6 RECOMMENDED RESERVE PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
NROWS Orders Administration Course	NKO	R-500-0140/02PG /DoN	8 hours	
Naval Reserve Center Commanding Officer Officer In Charge	NKO	CNRFC-COOIC-1.0 /DoN	8 hours	
Guidance for Mobilization	NKO	CNRFC-GMB-1.1 /DoN	4 hours	
Military Sealift Command 101	NKO	CNRFC-MSC101 /DoN 1.1	24 hours	
Non-Prior Service Accession Program	NKO	CNRFC-NPSAP-2 /DoN 0	23 hours	

E6 RECOMMENDED COMMUNITY PME:

Course Title	Course Location	CIN/CSE ID	Course Length	Date Completed
JSOU Intro to Irregular Warfare Course	Various	SOC2610 / I2WC	3 days	
JSOU Intro to Special Operations Forces	Various	SOC-1210 / ISOF	28 days Distance Learning	

NAVY PROFESSIONAL READING PROGRAM (PRP)

The purpose of the Reading Program is to facilitate the professional and personal development of all Sailors. For additional information on changes, refer to NAVADMIN 309/12 or visit http://navyreading.dodlive.mil/ or http://navy.lib.overdrive.com/ or https://wwwa.nko.navy.mil

ESSENTIAL READING

WARFIGHTING FIRST	**Completed**
1812: The Navy's War *by George C. Daughan*	
Cybersecurity and Cyberwar: What Everyone Needs to Know *by P.W. Singer*	
SEAL of Honor *by Gary Williams*	
Leading with the Heart *by Mike Krzyzewski, Donald T. Phillips, and Grant Hill*	
The Twilight War *by David Crist*	
Wake of the Wahoo *by Forest J. Sterling*	
OPERATE FORWARD	**Completed**
The Crisis of Islam *by Bernard Lewis*	
Execute Against Japan *by LT Joel Holwitt, USN*	
Monsoon *by Robert Kaplan*	
Neptune's Inferno *by James D. Hornfischer*	
Red Star Over the Pacific *by Toshi Yoshihara and James Holmes*	
Fallout *by Catherine Collins and Douglas Frantz*	
BE READY	**Completed**
A Sailor's History of the U.S. Navy *by Thomas Cutler*	
In the Shadow of Greatness *by Joshua Welle, John Ennis, Katherine Kranz and Graham Plaster*	
Navigating the Seven Seas *by Melvin G. Williams, Sr. and Melvin G. Williams, Jr.*	
The Trident: The Forging and Reforging of a Navy SEAL Leader *by Jason Redman and John Bruning*	
Turn the Ship Around *by David Marquet*	
Wired for War *by P.W. Singer*	

Twenty-four additional books are categorized as "recommended reading," and are available as electronic books (e-books). Many can be downloaded at no cost through the Navy general library program site on Navy Knowledge On-line (NKO).

The entire list, with book summaries and additional information is available at http://navyreading.dodlive.mil/

The CNO-PRP has been streamlined to make our Navy's reading program more interactive, affordable, and wherever possible, electronically accessible. To that end: a number of the titles will be available for free at the NKO portal at https://wwwa.nko.navy.mil.

- Click on the reference tab, then e-library audio and e-books tab.
- In order to download books, an "overdrive" account is required. On the top right, click on the overdrive window and follow the prompts.
- Then, not only are the PRP books available, but also hundreds of other items.

Note: Security restrictions preclude downloading via Navy owned computers, so downloading them to personally-owned devices will be required.

E6 RECOMMENDED COMMUNITY READING

Title	Completed
Special Operations Forces Reference Manual, USSOCOM (current edition)	
Brown Water, Black Berets *by Thomas J. Cutler*	
The Brown Water Navy *by Col. Victor Croizant, USMC (Ret)*	
U.S. Small Combatants including PT Boats, Subchasers, and the Brown Water Navy *by Friedman*	
Sheriff of Ramadi *by Dick Couch*	
Brave Men-Dark Waters *by Orr Kelly*	
Black Hawk Down *by Mark Bowden*	
Point Man *by Kevin Dockery*	
SPEC OPS – Case studies in Special Operations Warfare *by William H. McRaven*	
Three Cups of Tea *by Greg Mortenson*	
Islam: A Concise Intro *by Houston Smith*	
Understanding Arabs: A Guide for Modern Times *by Margaret Nydell*	
Modern Irregular Warfare: In Defense Policy and as a Military Phenomenon *by Von der Heydte*	
Seven Pillars of Wisdom: A Triumph *by T.E. Lawrence*	
The Sling and the Stone *by Thomas X. Hammes*	
Tactics of the Crescent Moon *by John Poole*	
Recognizing Islam: Religion and Society in the Modern Middle East *by Michael Gilsenan*	
White-Jacket: or, The World in a Man-of-War *by Herman Melville*	
Counterinsurgency Warfare *by David Galula*	
The Soldier's Load and the Mobility of a Nation *by Colonel S.L.A. Marshall*	
We Were Soldiers Once and Young *by Moore and Galloway*	
Killer Angels *by Michael Shaara*	
Small Unit Leadership – A Common Sense Approach *by Col. Dandridge M. Molone, USA (Ret)*	
A Most Fortunate Ship *by Tyrone G. Martin*	
The U.S. Army * Marine Corps Counterinsurgency Field Manual: U.S. Army Field Manual 3-24, U.S. Marine Corps	
Warfighting Publication 3-33.5	
A Commitment to Valor *by Rod Cragg*	
BOYD, The Fighter Pilot Who Changed the Art of War *by Robert Coram*	
The Last Hundred Yards *by H. John Poole*	
The Speed of Trust *by Franklin Covey*	
Learning to Think Strategically *by Julia Sloan*	
The Watchman's Rattle: Thinking Our Way Out of Extinction *by Rebecca Costa*	
Linked: How Everything is Connected to Everything Else and What it Means for Business, Science, and Everyday Life *by Albert-Laslo Barabasi*	
Start with Way: How Great Leaders Inspire Everyone to Take Action *by Simon Sinek*	
Good to Great: Why Some Companies Make the Leap…and Others Don't *by Jim Collins*	
Complexity: The Emerging Science at the Edge of Chaos *by Michael Waldrop*	
Team of Rivals *by Doris Kearns Goodwin*	
Execution: The Discipline of Getting Things Done *by Larry Bossidy*	
Insurgency, Terrorism, and Crime: Shadows from the Past and Portents for the Future *by Max G. Manwaring*	

ALL PAYGRADES
VOLUNTARY EDUCATION

Note: Prior to considering any pursuit of off duty education or program enrollment visit your Navy College Office or call the Virtual Education Center (VEC).

You must complete the Tuition Assistance Workshop before your first course will be approved.

E1- E6: The workshop is available at your Navy College Office
E-7 and above: The Workshop is available at your Navy College Office
or
Complete the online course at the Navy College Website

How do I get started?

You already have. All your training up to this point is part of your Special Warfare Boat Operator Roadmap. Now that you have made the first steps you will need to sit down and formulate a plan. This plan will work best if you start out discussing your options with your Leading Chief Petty Officer, Leading Petty Officer, Mentor, or Career Counselor. They will help you understand all of the basics. Then your next stop is your Navy College Office. The counselors there will be able to help you formalize your plan and make sure that it makes sense for both you and the Navy. To aid you in your conversation with these professionals, here are a few questions that you may want to ask.

What credits do you have? What non-college courses have you taken? Where do you want to go? What field of study, or what kind of degree? What program will help me get there, Traditional or Online, What are my next steps: Transfer credits, Take exams, Have experience evaluated, Then lastly sign up for new courses?

RECOMMENDED OCCUPATIONAL-RELATED ASSOCIATE'S DEGREE FOR SB

Recommended Associates' degrees for the Seaman
AA in Liberal Arts
AA in Business Administration or Management
AA in Applied Management
AA in Applied Science or Technology

RECOMMENDED OCCUPATIONAL-RELATED BACCALAUREATE/MASTERS DEGREE FOR SB

Recommended Bachelors/Masters degrees for the Seaman
BA in Criminal Justice with specialization in Homeland Security
BA in Business Administration with specialization in International Business
BS in Organizational Leadership
BS in Criminal Justice
BS in Strategic Studies and Defense Analysis
BS in Cyber Security
MS in Strategic Leadership
MS in Information and Security Assurance
MBA in Business Administration
MDY in Diplomacy
MCE in Civil Engineering
MSN in Nursing
MMH in Military History
MAH in Arts and History
MSL in Science of Leadership
MPA in Public Administration

GENERAL INFORMATION ON VOLUNTARY EDUCATION

The Navy College Program & Web Page:

The Navy College Program (NCP) provides opportunities to Sailors to earn college degrees by providing academic credit for Navy training, work experience, and off-duty education. The NCP mission is to enable Sailors to obtain a college degree while on active duty. In support of the four R's- Recruiting, Readiness, Retention, and Respect, the NCP signifies Navy's commitment to education by improving enlistment appeal, demonstrating Navy service and achieving a college degree are compatible, helping Sailors apply themselves to new situations and challenges and better preparing them for advancement, building up Sailors' self-image, and producing higher quality Sailors. More information is available online at: https://www.navycollege.navy.mil

Navy College Program Distance Learning Program (NCPDLP)

The Navy College Program (NCP) has developed partnerships with colleges and universities to offer rating relevant degrees via distance learning to Sailors everywhere. These new education partnerships provide associates and bachelors degree programs relevant to each rating, and make maximum use of military professional training and experience to fulfill degree requirements. The program also provides opportunities to take courses through distance learning so that Sailors anywhere will be able to pursue a degree. Courses are offered in a variety of formats, such as CD-ROM, videotape, paper, or over the Internet. Contact your Navy College Office or the Navy College Center about degree programs available from your partnership schools.

Servicemembers Opportunity College Degree Network System (SOC DNS):

The SOC DNS consists of accredited colleges offering specific associate's and bachelor's degrees (while limiting academic residency) to Sailors, Marines, Soldiers and members of the Coast Guard worldwide. Colleges taking part in each curriculum area guarantee acceptance of one another's courses as identified by SOC DNS Course Category Codes. The "home" college (the SOC DNS college from which the student wishes to graduate) issues an official Student Agreement to all eligible students after the completion of the sixth semester hour and a complete evaluation of the servicemember's prior learning, including courses from other colleges and universities, military training and occupational experience, nationally-recognized tests, and other non-traditional credit. The SOC DNS Student Agreement is a contract-for-degree that protects the eligible student from changes to his or her degree program. It is a comprehensive long-range degree plan that lists all of the course requirements, but does not require that all courses be taken with that college. More information is available online at: http://www.soc.aascu.org/socdns/

Tuition Assistance (TA):

TA provides funds for eligible active-duty personnel to attend approved educational institutions on an off-duty basis to earn a high school diploma, vocational/technical certificate, or college degree. TA pays for tuition and fees directly associated with the course of instruction. TA will pay for the following amounts per fiscal year: 16 semester hours, not-to-exceed $250/credit or 24 quarter hours, not-to-exceed $166.67/credit or 240 clock hours (CH), not-to-exceed $16.67/CH or a combination of semester and quarter hours.

Joint Service Transcripts (JST)

JSTs are official military transcripts which are used by colleges to validate your actual credited training. Every Sailor has a transcript already and access to it is free. More information is available online at: https://jst.doded.mil/

The American Council on Education (ACE)

ACE has reviewed every course listed in the OCCUPATIONAL 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.

Vocational Certificates

Vocational Certificates are available from most community colleges. Most of your military training can be counted toward their degree programs, but they will still require residency credits and approximately 40-75 credit hours. These certificates can be as valuable as the apprenticeship program in the civilian work force.

College credits by Testing CLEP, DSST

Testing can replace the requirement to attend most of the college courses listed in the Occupational Roadmap. Base Education Centers offer CLEP and DSST exams for active duty military at no cost. They also offer a comprehensive list of "credit-by-exam" tests. Additionally, many of the tests have study guides available. These tests are available at the base education center or through the base library system.

DANTES (DSST) http://www.dantes.doded.mil/DANTES_WEB/EXAMINATIONS/DSST.htm
CLEP Exams http://www.collegeboard.com/student/testing/clep/about.html

SAMPLE DEGREE PLAN

Florida Community College

NCPDLP ROADMAP

A.S. INDUSTRIAL MANAGEMENT TECHNOLOGY

RATING:

Other Degree Requirements: *Remediation / SLS / Pre-reqs if Needed*
Residency: 25% coursework must be completed at FCCJ (in-class or DL).

~ School Degree Information ~

COURSE NUMBER/TITLE	CREDITS NEEDED	SERVICE SCHOOL	MOS	CLEP	DSST	EXCELSIOR	DL	SOC CRS. Cat.#
~GENERAL EDUCATION								
ENC 1101 - English Composition I	3		-	ENC1101	-	ENC1101	Y	EN024A
Social Science	3		-	Y	Y	Y	Y	TBD
Mathematics	3		-	Y	Y	-	Y	TBD
Humanities	3		-	Y	Y	-	Y	TBD
Natural Science	3		-	Y	Y	Y	Y	TBD
~PROFESSIONAL COURSES								
MAN 2021 - Principles of Management	3	E7-E9		MAN2021			Y	MG101A
BCN2732: OSHA Safety	3						N	ET069A
GEB 1011 - Introduction to Business	3				GEB1011		Y	BU001A
OST1581:Professional Development in the Work Environment	3						Y	
MAN2125:Supervision & Performance Improvement	3						Y	
ENC2210: Technical Report Writing	3						Y	EN032A
CGS 1100 - Microcomputer Applications	3	E6-E9					Y	OF033A
~PROFESSIONAL ELECTIVES - minimum 24 hours								
	E3	E4	E5	E6	E7	E8	E9	
ACE Recommended from MOS / Rate:								
Military Credits	7	13	13	17	16	16	16	
Credit from Service School:								
Recruit Training	2	2	2	2	2	2	2	
A-School (if attended)								
C-Schools (if attended)	Credit based on individual evaluation							
Total Elective Hours	9	15	15	19	18	18	18	
Total Credits Awarded *	**9**	**15**	**15**	**22**	**24**	**24**	**24**	
TOTAL CREDITS NEEDED (60 s.h.)	**51**	**45**	**45**	**38**	**36**	**36**	**36**	

* ***Disclaimer:*** Please be aware that this is a sample and a Sailor's actual credit awarded may vary depending on the ACE recommendation in effect at the time of their training. This is an unofficial preview of how credit from prior learning and military experience may be applied toward this degree option. It is subject to change upon official evaluation by Florida Community College, Military Education Institute (800) 700-2795, military@fccj.edu.

Florida Community College
Military Education Institute
601 West State Street
Jacksonville, FL 32202
800-700-2795 **FAX: 904-632-5073**
Email: military@fccj.edu

REFERENCES

Navy Enlisted Learning and Development Programs:

- Learning and Development Roadmap for Enlisted Sailors, OPNAVINST 1500.77(series)
- Navy Enlisted Retention and Career Development Program, OPNAVINST 1040.11(series)
- Career Counselor Handbook, NAVPERS 15878K
- Command Sponsor and Indoctrination Programs OPNAVINST 1740.3(series) (Sponsor assigned within 10 days of orders received / Indoctrination completed as soon as possible and practicable but NLT 90 days)
- Command Sponsorship of Dependents at Overseas Duty Stations MILPERSMAN 1300-150 to 1300-210
- Guaranteed Assignment Retention Detailing Program (GUARD 2000), MILPERSMAN 1306-1002/1004
- Navy Enlisted Warfare Qualification Programs OPNAVINST 1414.9 (series)
- Master Training Specialists (MTS) Program NETCINST 1500.2(series)
- Command Master Chief Program OPNAVINST 1306.2 (series)

Reenlistments and Extensions:

- Agreement of Enlisted Naval Reservist, and Fleet Reservists Inductees to Remain on Active Duty MILPERSMAN 1160-060
- Extension of Enlistments MILPERSMAN 1160-040
- Overseas Tour Extension Incentives Program (OTEIP) MILPERSMAN 1306-300
- Consecutive Overseas Tours (COT) Leave Travel Entitlement Policy MILPERSMAN 1050-410
- Perform to Serve (PTS) MILPERSMAN 1440-060
- Reenlistment Ceremony MILPERSMAN 1160-020
- Leave of Military Personnel MILPERSMAN 1050-040
- Required Counseling Upon Enlistment and Reenlistment MILPERSMAN 1160-031
- Selective Reenlistment Bonus (Use Latest SRB NAVADMIN)
- Selective Training and Reenlistment (STAR) Program MILPERSMAN 1160-100
- Assignment to School as a Reenlistment Incentive MILPERSMAN 1306-1006

Fleet Reserve and Retirements:

- Casualties and Survivor Benefits (SBP) MILPERSMAN 1770-010 to 1770-280 OPNAVINST 1750.5(Series)
- Disability Retirement MILPERSMAN 1850-010 to 1850-040
- Fleet Reserve and Retirement MILPERSMAN 1800-010 to 1800-070
- Privately Owned Vehicle (POV) Shipment Entitlement Policy and Household Goods (HHG) Shipment and Storage Entitlement Policy MILPERSMAN 4050-010 to 4050-020
- Permissive Temporary Duty (PTDY) Authorization for Job/House Hunting MILPERSMAN 1320-220
- Transition Assistance Management Program (TAMP) OPNAVINST 1900.2(series) (Initiate a DD-2648-1 NLT 90 Days Prior to Separation and attend workshop 12 months prior to separation/Fleet Reserve/Retirement date)

Enlisted Administrative Separations:

- Separation by Reason of Alcohol Rehabilitation Failure MILPERSMAN 1910-152
- Separation by Reason of Misconduct -Drug Abuse MILPERSMAN 1910-146
- Separation by Reason of Convenience of the Government -Early release to further education MILPERSMAN 1910-108
- Administrative Separation (ADSEP) Policy and General Information MILPERSMAN 1910-010 to 1910-812
- Fraudulent Enlistment MILPERSMAN 1910-134
- High Year Tenure (HYT) MILPERSMAN 1160-120
- Misconduct (various reasons) MILPERSMAN 1910-138/140/142
- Department of the Navy (DON) Policy on Parenthood and Pregnancy SECNAVINST 1000.10(series) & MILPERSMAN 1910-124
- Separation by Reason of Convenience of the Government -Personality Disorder MILPERSMAN 1910-122
- Separation by Reason of Physical Fitness Assessment (PA) Failure MILPERSMAN 1910-170
- Separation by Reason of Misconduct - Commission of a Serious Offense MILPERSMAN 1910-142
- Separation by Reason of Unsatisfactory Performance MILPERSMAN 1910-156

Advancement & Service Schools:

- Advancement Manual for Enlisted Personnel of the U.S. Navy and U.S. Navy Reserve BUPERSINST 1430.16(series)
- Accelerated Advancement of Recruit Training Class "A" School Graduates, and Ceremonial Guard MILPERSMAN 1430-010
- Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series)
- Service Schools MILPERSMAN 1306-600/602/604/608
- Class "A" School & Rating Entry Requirements MILPERSMAN 1306-618
- Retesting with Armed Forces Classification Test (AFCT) version of the Armed Services Vocational Aptitude Battery (ASVAB) MILPERSMAN 1236-010
- Professional Apprenticeship Tracks Program (PACT) NAVADMIN 318/07

Education:

- Joint Chiefs Professional Military Education (PME) Manual 1805.01
- Voluntary Education (VOLED) for Navy Sailors OPNAVINST 1560.9(series)
- Navy Voluntary Education Program NETCINST 1560.3(series)
- Navy Credentialing Programs OPNAVINST 1540.56
- Administration of the United Services Military Apprenticeship Programs (USMAP) OPNAVINST 1560.10(series)

Other Quick References:

- Awards Manual (SECNAVINST 1650.1(Series)
- Change in Rating MILPERSMAN 1440-010 to 1440-040
- Department of the Navy Correspondence Manual (SECNAV M-5216.5
- Navy Alcohol and Drug Abuse Prevention and Control OPNAVINST 5350.4(series)
- Exchange of Duty (SWAPS) MILPERSMAN 1306-700
- First-Term Personnel Assignment Policy MILPERSMAN 1306-126
- Individual Augmentation (IA) Policy and Procedures OPNAVINST 1001.24(series)
- Military Couple and Single Parent Assignment Policy MILPERSMAN 1300-1000
- Military Pay MILPERSMAN 7220-010 to 7220-410
- Navy Performance Evaluation System BUPERSINST 1610.10 (Series)
- Overseas Extensions MILPERSMAN 1300-310
- Physical Readiness Program OPNAVINST 6110.1(series) / MILPERSMAN 6100-6199
- Reassignment for Humanitarian Reasons (HUMS) MILPERSMAN 1300-500
- Standardization Policy and Procedures for the Active Duty for Special Work (ADSW) Program OPNAVINST 1001.20(series)
- Operational Risk Management OPNAVINST 3500.39C
- Personnel Qualification Standards (PQS) Catalog NAVEDTRA 43100-6M