

**COLLEGE OF ENLISTED MILITARY EDUCATION (CEME)  
COMMAND SCREENING CHECKLIST (ADVANCED SCHOOL ACCELERATED ONLINE SEMINAR)**

**PRIVACY ACT STATEMENT**

**AUTHORITY:** 10 U.S.C. § 5041, Headquarters U.S. Marine Corps, and E.O. 9397 (EDIPI)

**PRINCIPAL PURPOSE:** Information is obtained to identify personnel who are assigned as students in the Advanced School Accelerated Online Seminar. Collected information will be maintained in MarineNet.

**ROUTINE USE:** Information collected on this form may be shared outside the DoD for those specific purposes and listed organizations identified as DoD Blanket Routine Uses at <http://dpcl.d.defense.gov/Privacy/SORNsIndex/Blanket-Routine-Uses/>.

**RETENTION:** Automated MarineNet records are retained permanently.

**DISCLOSURE:** Providing information on this form is voluntary. Failure on your part, however, to answer all questions or any misrepresentation (by omission, concealment, or by misleading, false, or partial answers) may serve as a basis for denied assignment to the Advanced School Accelerated Online Seminar.

**Purpose:** To ensure Marines attending an Advanced School Accelerated Online Seminar have the technical capacity to complete the online seminar and have the command's consent to participate in the seminar – which will be their primary duty.

**Submission Instructions:** The completed CEME Command Screening Checklist and the Supplemental Command Screening Checklist will be emailed to the College of Enlisted Military Education at [CEME\\_Waivers@usmcu.edu](mailto:CEME_Waivers@usmcu.edu). The checklist will be destroyed upon completion of the seminar.

<b>Name (Last, First, MI):</b>		<b>Rank &amp; MOS:</b>	<b>DOR:</b>
<b>EDIPI:</b>	<b>MarineNet User Name:</b>		<b>Unit:</b>
<b>Personal Email Address:</b>		<b>Official Email Address:</b>	
<b>Student Cell Number:</b>		<b>Unit POC Name, Email, &amp; Cell Number:</b>	

**Student Location:**                      East of Mississippi/Europe/Africa                      West of Mississippi                      Hawaii                      Asia

Prerequisites		Yes	No	N/A	Remarks
1.	Is the student expected to be "In" or "Above" Zone for the FY21 Promotion Board?				
2.	Has the student successfully completed the prerequisite online distance education program?				
3.	Does the student have a computer and internet access?				
4.	The command understands that completing the Accelerated Online Seminar is the Marine's primary duty?				

**Note for Questions 1-4:** Answering any of these questions as "No" disqualifies students attend the Accelerated Online Seminar – Advanced School. Gunnery Sergeants-select are not eligible to attend the Accelerated Online Seminar. **Attach MarineNet completion certificate to this checklist.**

5.	Does the student have a microphone and speakers for the computer?				
6.	Does the student have a webcam?				

**Note for Questions 5 and 6:** Answering "No" to Questions "5" and/or "6" does NOT disqualify Marines from attending the Accelerated Online Seminar – Advanced School. Responses are collected to determine which conference groups Marines are assigned to.

**Endorsement**

**Required Endorsements:** The unit sergeant major/senior enlisted advisor (SEA), and first O-5 commander or above in the prospective student's chain of command must endorse this command screening checklist. Approval indicates that the command understands that students will be given a minimum of three days per week to complete coursework, and the seminar is the Marine's primary duty.

Approved	Disapproved	Title	Print Name	Signature	Contact #	Date
		SgtMaj/ Unit SEA				
		CO (O-5 or above)				

FOR OFFICIAL USE ONLY  
Privacy sensitive when filled in

COMMAND SCREENING CHECKLIST FOR THE  
ADVANCED SCHOOL ACCELERATED ONLINE SEMINAR