

Controlled Unclassified Information (CUI) when filled in				
COLLEGE OF ENLISTED MILITARY EDUCATION (CEME) NON- COMPLIANCE OR HARDSHIP WAIVER REQUEST				
PRIVACY ACT STATEMENT				
AUTHORITY: 10 U.S.C. § 5041, Headquarters U.S. Marine Corps, and E.O. 9397 (EDIPI) PRINCIPAL PURPOSE: To collect information necessary to determine if a Marine meets eligibility requirements to attend a Staff Noncommissioned Officer (SNCO) Academy PME school in a limited duty or pregnancy status. ROUTINE USE: Information collected on this form will be shared with the prospective student's chain of command and the CEME Director. RETENTION: CEME forms are used and properly archived according to Marine Corps Orders pertaining to the appropriate storage of records. DISCLOSURE: Providing information on this form is voluntary. However, your failure to provide information will prevent participation in a SNCO Academy PME school.				
Purpose: In accordance with CEME policy, students who were returned to their parent command during SNCOA check-in for non-compliance and are requesting attendance in resident PME or CDET seminar prior to expiration of the 6-month ineligibility period are required to complete this waiver request. When applicable, permanent personnel assigned to an academy who are requesting attendance at their assigned SNCOA must also provide justification establishing severe hardship in support of a separate Resident School Waiver request.				
Policy: Students returned to their parent command during check-in for failure to meet Command Screening Checklist requirements are ineligible for resident school or CDET seminar for 6 months, unless they are waived. Reasons for return may include screening non-compliance, medical disqualification, HT/WT failure, PFA failure, or TAD cancellation. Waiver requests must be routed through the chain of command and endorsed by an O-5 or higher. Per the ProMan, approval authority for this waiver is the CEME Director. Marines assigned to BCP or MAP are not eligible for enrollment, and no waivers are authorized. Requests to attend resident PME at a Marine's assigned SNCOA are separate and require a showing of severe hardship, with the waiver requested by the SNCOA Director to the CEME Director.				
Submission Instructions: The Command Screening Checklist and this waiver must be submitted to CEME_Waivers@usmcu.edu at least five working days prior to the course convening date. Upon receipt, the package will be routed to the appropriate SNCO Academy Director for review and endorsement, and then forwarded to the CEME Director for final review and approval.				
Name (Last, First, MI):		Rank:	Grade:	DOR:
EDIPI:	Component:	Primary MOS:	TIG:	
Type:		School:		
Location:		Report Date:		
Seminar: (Requires OIC justification)		Start Date:		
Prospective Students				
	Question	Yes	No	Remarks
1.	Was the student previously returned to the parent command during check-in for failure to meet Command Screening Checklist requirements or other published school entry requirements? If yes, provide details in remarks.			
2.	Was the reason for return one of the following: screening non-compliance, HT/WT failure or WtHt failure, PFA failure, or TAD cancellation? If yes, specify in remarks.			
3.	Is the student currently within the 6-month period of ineligibility for attendance at resident school or CDET seminar as a result of that return? If no, Marine is not eligible for this waiver.			
4.	Has the student corrected the deficiency that resulted in the return, been re-screened by the command, and been determined otherwise eligible to attend if the waiver is approved? If no, Marine is not eligible for waiver.			
6.	Current or Previous FY Zone Dates:	Above:	Zone:	Below:
7.	Required Justification: If the student has met all of the above conditions for this waiver request, provide a narrative below that demonstrates that the student will NOT be able to 1) attend a CDET seminar before the next promotion board convenes, or 2) attend an SNCO Academy school in a full duty status before the next promotion board convenes			
Command Endorsements (Required for all Waivers)				
Controlled Unclassified Information (CUI) when filled in				

Controlled Unclassified Information (CUI) when filled in					
Required Endorsements: Waiver request must be endorsed by the following individuals in the prospective student's chain of command: battalion/squadron sergeant major, battalion/squadron commander, O-6 command level sergeant major, and O-6 commander. Waivers will not be considered if the O-6 commander does not recommend.					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Battalion/Squadron Sergeant Major			
Comments:					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Battalion/Squadron Commander			
Comments:					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Sergeant Major (O-6 command level)			
Comments:					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Commander (O-6)			
Comments:					
SNCOA Director's Endorsement					
Waiver Approved	Recommend Disapproval	Print Name		Signature	Date
Comments:					
CEME Director's Approval					
Controlled Unclassified Information (CUI) when filled in					

Controlled Unclassified Information (CUI) when filled in				
Waiver Approved	Waiver Disapproved	Print Name	Signature	Date
Comments:				

Controlled Unclassified Information (CUI) when filled in				
COLLEGE OF ENLISTED MILITARY EDUCATION (CEME)				
DUTY STATUS WAIVER REQUEST				
PRIVACY ACT STATEMENT				
AUTHORITY: 10 U.S.C. § 5041, Headquarters U.S. Marine Corps, and E.O. 9397 (EDIPI) PRINCIPAL PURPOSE: To collect information necessary to determine if a Marine meets eligibility requirements to attend a Staff Noncommissioned Officer (SNCO) Academy PME school in a limited duty or pregnancy status. ROUTINE USE: Information collected on this form will be shared with the prospective student's chain of command and the CEME Director. RETENTION: CEME forms are used and properly archived according to Marine Corps Orders pertaining to the appropriate storage of records. DISCLOSURE: Providing information on this form is voluntary. However, your failure to provide information will prevent participation in a SNCO Academy PME school.				
Purpose: In accordance with CEME policy, students who desire to attend a resident SNCO Academy School in a limited duty or pregnancy status are required to complete this waiver request.				
Policy: Prospective students must meet ALL the conditions listed below to receive a duty status waiver: 1. Have a physician-approved physical fitness plan. 2. Receive positive endorsement from first O-6 commander in chain of command.				
Submission Instructions: The Command Screening Checklist and this waiver will be submitted to the CEME Operations Chief at CEME_Waivers@usmcu.edu. Waivers must be received by CEME at least five working days prior to a school's convening date.				
Name (Last, First, MI):		Rank:	Grade:	DOR:
EDIPI:	Component:	Primary MOS:	TIG:	
Type:			School:	
			Report Date:	
Location:			Start Date:	
Prospective Students				
	Question	Yes	No	Remarks
1.	Will the student be able to attend a SNCO Academy school in a full duty status before the next promotion board convenes for which they are in either the primary or above zone? -If yes, Marine is not eligible for waiver. If no, provide details in the remarks.			
Note for 1: Students in the below zone are not eligible for a duty status waiver.				
2.	Is the student eligible for a PME exemption per MARADMIN 342/22? (On an SDA tour, or completed an SDA tour within the last 12 months) - If yes, Marine is not eligible for waiver.			
3.	Did a physician medically disqualify Marine from attending resident PME in a limited duty or pregnancy status (i.e., physician refused to approve physical fitness plan)? - If yes, Marine is not eligible for waiver.			
4.	Anticipated date to return to full duty:			
5.	Current or Previous FY Zone Dates:	Above:	Zone:	Below:
6.	Required Justification: If the student has met all of the above conditions for this waiver request, provide a narrative below that demonstrates that the student will NOT be able to 1) attend a CDET seminar before the next promotion board convenes, or 2) attend an SNCO Academy school in a full duty status before the next promotion board convenes			

NAVMC 11580 (Rev. May -2026) (EF)

Controlled Unclassified Information (CUI) when filled in								
COLLEGE OF ENLISTED MILITARY EDUCATION (CEME) DUTY STATUS WAIVER REQUEST PHYSICIAN-APPROVED PHYSICAL FITNESS PLAN PRIVACY ACT STATEMENT								
AUTHORITY: 10 U.S.C. § 5041, Headquarters U.S. Marine Corps, and E.O. 9397 (EDIPI) PRINCIPAL PURPOSE: To collect information necessary to determine an alternate physical fitness to allow Marines in a limited duty and pregnancy status to participate in a SNCO Academy PME school. This form will provide a plan to modify physical training sessions to prevent injury or to allow recovery from a previous injury or physical limitation. ROUTINE USE: Any protected health information (PHI) in your records may be used and disclosed generally as permitted by the HIPAA Privacy Rule (45 CFR Parts 160 and 164), as implemented with DoD by DoD 6025.18R. Permitted uses and disclosures of PHI include, but are not limited to, treatment, payment, and healthcare operations. DISCLOSURE: Providing information on this form is voluntary. However, your failure to provide information will prevent participation at SNCO Academy PME school.								
1. Purpose: In accordance with CEME policy and applicable Marine Corps PME guidance, Marines requesting to attend a resident SNCO Academy PME course while in a limited duty or pregnancy status must submit a physician-approved physical fitness plan. This plan is required to identify appropriate physical training accommodations that support safe participation, reduce risk of further injury, and promote recovery while allowing the Marine to participate in the academic environment of the course 2. Information: PME schools are not screening institutions. To permit Marines in a limited duty or pregnancy status to attend a SNCO Academy PME course, parent commands must ensure all enrollment prerequisites are satisfied in accordance with MCO 1553.4B, MARADMIN 630/24, and MARADMIN 631/24, as well as this physician-approved physical fitness plan. 3. Submission: The completed physician-approved physical fitness plan must be submitted with the Duty Status Waiver Request to the student's regional SNCO Academy Director, via CEME_Waivers@usmcu.edu, for review and endorsement. Upon endorsement, the waiver package will be routed to the CEME Director for final review and signature. Requests will not be considered if the physician-approved physical fitness plan is missing or disapproved by the physician.								
Limited Duty and Pregnancy Status Limitations: These limitations will be briefed to academy personnel to ensure reasonable accommodations are made. Additionally, accurately capturing a Marine's physical limitations will eliminate the chances of aggravating the injury/medical condition while in a student status at the SNCO Academy. Physicians are encouraged to provide as much detail as possible. Do <u>not</u> reveal diagnosis, except for pregnancy. (Ref: NAVMED 6310/1 and HIPAA 1996)								
	Yes	No		Yes	No		Yes	No
Must use crutches			Stair climbing			Contact sports		
Must use cane			Prolonged standing in formations for more than _____ min.			Stand watches		
Must use other:			Working parties for no more than _____ minutes per hour			For Pregnancy Status only		
Running			Push-ups			Member is _____ weeks pregnant		
Jumping			Pull-ups			EDD _____		
Marching			Sit-ups					
Drilling			Climbing					

Controlled Unclassified Information (CUI) when filled in								
Special Instructions/Limitations:								
This section outlines accommodations that still allow Marines to be educated on physical and mental wellness while in a student status at a SNCO Academy PME school. The intent of this list is to facilitate collaboration between the student and the Command Physical Training Representative (CPTR) and/or Force Fitness Instructor (FFI) to create physical training sessions that do not aggravate the injury/medical condition. The list below is not all encompassing, and physicians are encouraged to provide as much detail as possible. Do <u>not</u> reveal diagnosis, except for pregnancy. (Ref: NAVMED 6310/1 and HIPAA 1996)								
	Yes	No		Yes	No		Yes	No
Upper body exercises -Not to exceed lbs.			Elliptical			Jumping/Jump rope		
Lower body exercises -Not to exceed lbs.			Formation running			Swimming		
Core exercises			Individual running			Row machine		
Walking			Weight bearing running -Not to exceed __ lbs.			Physical therapy exercises		
Weight bearing walking -Not to exceed __ lbs.			Bicycle			Other:		
Additional Information:								
Known or Anticipated Medical/Physical Therapy Appointments During PME School								
Date			Time			Location		

Controlled Unclassified Information (CUI) when filled in					
Physician's Endorsement					
Approved	Disapproved	Signature	Stamp or National Provider #	Date	Phone
Command Endorsements (Required for all Waivers)					
Required Endorsements: Waiver request must be endorsed by the following individuals in the prospective student's chain of command: battalion/squadron sergeant major, battalion/squadron commander, O-6 command level sergeant major, and O-6 commander. Waivers will not be considered if the O-6 commander does not recommend.					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Battalion/Squadron Sergeant Major			
Comments:					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Battalion/Squadron Commander			
Comments:					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Sergeant Major (O-6 command level)			
Comments:					
Recommended	Not Recommended	Title	Print Name	Signature	Contact #
		Commander (O-6)			
Comments:					
SNCOA Director's Endorsement					

Controlled Unclassified Information (CUI) when filled in				
Waiver Approved	Recommend Disapproval	Print Name	Signature	Date
Comments:				
CEME Director's Approval				
Waiver Approved	Waiver Disapproved	Print Name	Signature	Date
Comments:				