



MARINE CORPS UNIVERSITY COLLEGE OF ENLISTED MILITARY EDUCATION



APPROPRIATION DATA

- **MROWS**

- Marine Reserve Order Writing System (MROWS) orders will be routed to MFR G-3 and must be received by the fund approvers NLT 15 business days prior to the course report date.
- Use of applicable SIC/Activity code is mandatory for orders approval.
 - FHG SIC/Activity Code, 4FG
 - DIV SIC/Activity Code, 4DV
 - MLG SIC/Activity Code, 4MG
 - MAW SIC/Activity Code, 4MW

- **PER DIEM RATES**

- Government quarters will be provided at no cost.
- Government messing will be available at cost per the applicable government meal rate (GMR). Use the following link to determine the exact GMR cost for the course dates.
<http://www.defensetravel.dod.mil/site/faqmeal3.cfm>
- GMR will cover the cost of chow at the respective Installation, if you use the chow hall, you are required to pay. There are no “meal cards” during school.
- Rental cars are not authorized under any circumstances.
- Marines traveling from Hawaii or Alaska are authorized an additional day of travel when warranted. Ensure appropriate travel time is requested to arrive on date of check-in.
- Use of the appropriate funding source PID is required.
 - SMCR Students funding source, PID CDT.
 - IMA Students funding source, PID IMA.
 - IRR Students funding source, PID IRR.
- In progress payment. Ensure an in progress payment diary entry TTC 800 000 COMPL ACDTRUA TO TYPE flag is run on the fifth day of active duty and a final payment will be paid upon completion of the final travel claim and active duty period.



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MISC ADMINISTRATIVE NOTES

- Marines serving on Active Duty Operational Support (ADOS) orders will be unit funded. To avoid use of unit funding it is recommended that Marines on ADOS orders have their short tour terminated. ADOS can resume upon completion of the course.
- Active Component and Active Reserve Marines are not authorized to attend any reserve two week resident PME course under any circumstance.
- Reserve component Marines on mobilization orders are authorized to attend PME schools that are up to 15 days in duration.
- You will receive a Reserve Training (RT) fitness report upon completion of the course