Information for Marines attending Reserve Enlisted Professional Military Education. (Updated 23 January 17)

- Reserve EPME: MARADMIN 438/16

- EPME Prerequisites
  - The following are required in order to attend Resident PME at the SNCO Academy
    - Advanced Course: EPME7000AA or MCI 8200
    - Career Course: EPME6000AA or MCI 8100
    - Sergeants Course: EPME5000AA

- Orders type:
  - Ensure Marines attending PME receive School/PME orders
  - Detailed instructions are listed on the Reserve EPME MARADMIN

- Per Diem:
  - Government quarters will be provided at no cost.
  - Government messing will be available at cost per the applicable government meal rate (gmr) at MCB Quantico and MCB Camp Pendleton. [http://www.defensetravel.dod.mil/site/faqmeal.cfm](http://www.defensetravel.dod.mil/site/faqmeal.cfm)

- Check-in Requirements
  - Service "A" uniform
  - Signed orders
  - Completed Command Screening Checklist
    - Commanding Officer and Sergeant Major signature
    - Medical stamp, medical signature, and phone number
  - A copy of your MarineNet PME certificate

- Fitness Reports:
  - You will receive a Reserve Training (RT) fitness report upon completion of the course

- Chow hall
  - You will be receiving per diem to cover the cost of your meals at the chow hall.
  - If you use the chow hall, you are required to pay for your meals.

- Duty:
  - Be prepared to stand duty while attending resident PME at the SNCOA.

- Emergencies
  - Coordinate immediately with the SNCOIC and Chief Faculty Advisor if you are made aware of a personal/family emergency.
• Gear list:
  o Service 'A' with ribbons and badges (check-in uniform)
  o Service 'C' with ribbons (two sets)
  o Woodland MARPAT MCCUU (two sets)
  o Green/Green PT uniform with white socks (no logos) (at least two sets)
  o USMC sweat suit (optional)
  o USMC running suit
  o Yellow glow belt for PT
  o Marine Corps issued water source (e.g. camelbak)
  o Marine Corps issued wet weather gear (optional)
  o Professional Business attire
  o Appropriate civilian attire
  o Laptop (highly encouraged)
  o Printer
    NOTE: Recommended if travel arrangements permit, a few printers are available
  o Approximately $100 cash to cover initial expenses that may come up.
  o Map pens and protractor

NOTE: Sergeants Course conducts inspections in the following uniforms: Service 'A', Service 'B', Service 'C' and Seasonal MARPAT MCCUU.

• Ensure you are familiar with the following publications
  o MCWP 6-11 (Leading Marines)
  o MCDP-1 (Warfighting)
  o MCDP 1-0 (Operations)
  o MCDP-5 (Planning)
  o MCDP-6 (Command and Control)
  o MCWP 5-1 (Marine Corps Planning Process)
  o APP 6A (Military Symbols)

• POCs by Course:
  o SNCOA Quantico
    ▪ Advanced Course: 703-784-1836
    ▪ Career Course: 703-784-2971
    ▪ Sergeants Course: 703-784-1746
    ▪ S-1: 703-784-1174
  o SNCOA Camp Pendleton
    ▪ Career Course: 760-763-0235
    ▪ S-1: 760-763-0217