



Original License Credential Checklist (OUPV & Master 25/50/100 Ton)

- CG-719B Application Form** with oath notarized.
- CG-719S Small Vessel Sea Service Form**. Applicants can sign off on their own sea service on a boat that they own or have owned, but must attach proof of ownership (copy of registration, bill of sale, insurance papers, etc.). If the service is on someone else's boat, then you cannot sign off on your own service on that boat. The owner or another party besides you who is associated with the boat must sign the bottom part of the form (and no proof of ownership is required).
- CG-719P DOT/USCG Periodic Drug Testing Form** or other approved document that is within 185 days of date of application. View the NMC website, https://www.dco.uscg.mil/nmc/drug_testing/ for locations, drug testing requirements, FAQs, and other information.
- CG-719K Medical Certificate** has been completed within 12 months of the date of applying for a license and should be emailed separately to **MEDAIP@uscg.mil**.
- CG-719C Convictions Disclosure Statement**. If necessary.
- TWIC**. Applicants must ensure they have applied for a TWIC card. Submit a photocopy of a valid TWIC or receipt that the TWIC application is in review. Be sure to advise TSA that TWIC is for a USCG Merchant Mariner Credential.
- Adult CPR and Basic First Aid**. Copies of CPR certificate (currently valid) and Basic First Aid certificate (less than 1-year-old). They must be American Red Cross classroom courses (Red Cross online courses are not accepted) or any other **USCG-approved CPR/First Aid courses**.

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- Mariners Learning System Course Completion Certificate(s)**. Must be less than 1 year old on the date applying for a license. Submit a photocopy with the application.
- \$145 Application Fee**. Mariners are encouraged to pay user fees online at <https://www.dco.uscg.mil/nmc/fees/>. Choose the Officer Endorsements only, Original Officer Endorsement (\$100), Course in Lieu of Exam (\$0), Pay MMC issuance fee now (\$45). Include a copy of the payment receipt with the application.

Character Reference Letters are no longer required.

PLEASE NOTE: This list has been developed by Mariners Learning System staff from USCG regulations and official USCG policy promulgated by USCG headquarters. Note that USCG regulations at 46 CFR 10.201(a) place the burden on the license applicant to "...establish to the satisfaction of the Officer in Charge, Marine Inspection that he or she possesses all the qualifications necessary... before the Officer in Charge, Marine Inspection will issue a license..." Regulations may change at any time without prior notification. **Mariners Learning System™** is not responsible for changes or omissions regarding application submission.

V4.2024.08.13

Preparation Guidelines and Information

General

- Fillable forms and instructional videos are available on the National Maritime Center's **website** or under the Resources tab at www.MarinersLearningSystem.com.
- The preferred method for submission is via email, as recommended by the National Maritime Center.
 - If mailing your application packet, ensure it is sent using a trackable method.
- Copies of all forms may be submitted; however, retain the originals for your records or in case the Coast Guard requests them.
- Merchant Mariner applications may be audited and verified by the Coast Guard during the evaluation process.

Submission of Merchant Mariner Credential (MMC) Applications to the National Maritime Center

- Review this helpful article on application packet submission: <https://help.marinerslearningsystem.com/en/knowledge/submission>.
- Email your application to **MMCApplcations@uscg.mil** (except for CG-719K, see below).
- The subject line of your email should follow this format: Last Name, First Name, Mariner Reference Number.
- **Note:** New applicants will not have a Mariner Reference Number yet.
- Only submit complete application packages via email.
- Completed applications must be scanned at a resolution not exceeding 300 DPI, saved as a PDF, and should not exceed 35 MB in size.
- Name your PDF file using this format: **Last Name_First Name_Mariner Reference Number** (e.g., Smith_John_1234567).

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Preparation Guidelines and Information

Submission of Medical Certificate (CG-719K) to the National Maritime Center

- MMC and Medical Certificates are processed separately.
- Email Medical Certificate applications (CG-719K) to **MEDAIP@uscg.mil**.
- The subject line of your email should follow this format:
Last Name, First Name, Mariner Reference Number.
- **Note:** New applicants will not have a Mariner Reference Number yet.
- Drug test results are part of the MMC application and should NOT be included with your Medical 719K application.
- Medical applications (719K) should be submitted as a single PDF file, labeled as follows:
LAST NAME_FIRST NAME_REFERENCE NUMBER.
 - JPEG and other formats are not accepted.

For any questions regarding the submission process, contact the Customer Service Center at 1-888-IASKNMC (427-5662) or use the live chat option on the National Maritime Center's website.