



UNITED STATES MARINE CORPS
 HEADQUARTERS AND HEADQUARTERS SQUADRON
 BOX 99160
 MARINE CORPS AIR STATION
 YUMA, ARIZONA 85369-9160

IN REPLY REFER TO:
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 SQS3
 04 Aug 2014

From: Corporals Course Director
 To: Distribution List

Subj: ANNOUNCEMENT OF THE MARINE CORPS AIR STATION YUMA LANCE CORPORALS SEMINAR 6-14

Encl: (1) Seminar Dates & Allocations for tenant commands
 (2) Course dates & gear list

1. Purpose. To promulgate information and reporting procedures for the conduct of the Marine Corps Air Station (MCAS) Yuma Lance Corporals Seminar during fiscal year 2014 (FY-14).

2. Dates & Allocations. Course dates, and allocations for station and tenant commands are listed in enclosure (1).

3. Student allocations for station and tenant Commands

<u>Unit</u>	<u>Student Allocations</u>
Headquarters and Headquarters Squadron (H&HS)	9
Marine Aircraft Group-13	14
Marine Air Control Squadron-1	5
Combat Logistics Company-16	2
Marine Aviation Weapons and Tactics Squadron-1	1
Marine Fighter Training Squadron-401	1

4. Prerequisites. Service members must meet the following requirements.

- a. Grade of Lance Corporal or their service's most senior non-NCO.
- b. Current passing Marine Corps physical and combat fitness test scores.
- c. Meets current height, weight, and body fat standards.
- d. Completion of command screening checklist
- e. The Marine must be in a full duty status

5. Nominations. The nominations will be submitted by August 11 and are only accepted by the unit's S-3. If commands do not submit their nominations by the given date, then those commands may lose the last seats. Units may submit more service members than the given allocation; these Marines will be on standby status and will be given priority over walk-ons. Nominations will be submitted to the Corporal's Course Staff Non-Commissioned Officer in Charge Office via email to Randolf.Revert@usmc.mil no later than the close of business August 12, 2014.

<u>Last Name</u>	<u>First Name</u>	<u>MI.</u>	<u>SSN/MOS</u>	<u>SQDN</u>	<u>Cell Phone</u>
Marine	Joe	A.	2263/0311	H&HS	928-265-2365

6. Billeting. Billeting will not be provided or required for students attending Lance Corporals Seminar. Student's billeting arrangements should remain the same as with their parent commands. Otherwise, they will be returned to their units

7. Minimum Required Gear. Service member's will be required to have the following items.

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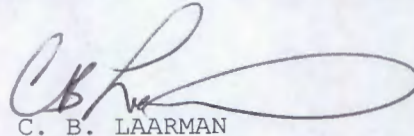
- a. Note pad or book.
- b. Ink pen.
- c. Armed forces Identification Card.
- d. Command Screening Checklist.

8. Reporting Procedures. Students will report to the course building at the Marksman Training Unit facility building 1248 at 0630 on the convening date of the course. The reporting uniform will be seasonal MARPAT.

9. Appointments and Duty. Students attending this course **MUST NOT** have scheduled appointments or duty assignments. Service members will not be excused from attending PT and training due to childcare issues. Service members will need to make accommodations regarding child care before attending the course.

10. Graduation. Graduation will be held at the Marksman Training Unit building 1248 15 August the last day of the course at 1700. Uniform for students will be the MARPAT.

11. Point of contact for any further information is the Corporals Course Chief Instructor at 269-6967.


C. B. LAARMAN