1. Marines will not be retested earlier than six (6) months from the last test administered to the military member. Exceptions to those requirements can only be authorized by CMC (MSAB) and will not be considered unless a minimum of 90 days have passed from the last retest date.

2. All enlisted Marines may not retest without first obtaining written authorization from his/her COMMANDING OFFICER at the BATTALION/SQUADRON LEVEL and authorization letter may be signed "By direction" by any staff officer with by direction authority from the Commanding Officer provided with a CERTIFIED TRUE COPY printout of the Marine's current AFCT test scores from their IPAC see enclosure (2) & (3)

3. Recruiters, returning to the FMF must request a waiver to retest.

4. SCORE REPORT: AFCT scores are reported in MCTFS (3270) via HQMC--14-30 days after the test date.

5. SCHEDULING: The AFCT is administered every Mondays by appointment, only. See enclosure (1) for the available dates to take this test.

6. The military member must have a valid military ID card to retest.

7. See HQMC website: https://www.manpower.usmc.mil/webcenter/portal/MPA/Testing

8. For more information regarding the AFCT test, please contact Mr. Paul Parker with the information provided above.
## WAIVER REQUEST FOR RETAKING THE ARMED FORCE CLASSIFICATION TEST (AFCT)

### LETTER FOR MARINES

John A. Lejeune Education Center – Testing Department (Rm 120) – 825 Stone Street – Camp Lejeune, NC  
910-451-3092 – paul.parker@usmc-mccs.org

### AFCT TESTING DATES

*TEST TIME-0730 (The AFCT test is administered on Mondays)*

<table>
<thead>
<tr>
<th>Month</th>
<th>Dates</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td><em>2</em>, 7, 14,<em>22</em>, 28</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>February</td>
<td>4, 11, <em>19</em>, 25</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>March</td>
<td>4, 11, 18, 25</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>April</td>
<td>1, 8, 15, 22, 29</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>May</td>
<td>6, 13, 20, <em>28</em></td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>June</td>
<td>3, 10, 17, 24</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>July</td>
<td>1, 8, 15, 22, 29</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>August</td>
<td>5, 12, 19, 26</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>September</td>
<td><em>3</em>, 9, 16, 23, 30</td>
<td>2.5 HOURS</td>
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<tr>
<td>October</td>
<td>7, <em>15</em>, 21, 28</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>November</td>
<td>4, <em>12</em>, 18, 25</td>
<td>2.5 HOURS</td>
</tr>
<tr>
<td>December</td>
<td>2, 9, 16, 23, 30</td>
<td>2.5 HOURS</td>
</tr>
</tbody>
</table>

* ICAT-AFCT MOVED TO THE NEXT AVAILABLE DATE—DUE TO HOLIDAY*

Enclosure (1)
From: Commanding Officer, (Battalion or Squadron Commander, Only)
To: Manpower and Reserve Affairs (MSAB), Headquarters, U.S. Marine Corps, 3280 Russell Road, Quantico, VA 22134-5103
Via: Military Testing Officer, Education Assistance Branch, Personal and Professional Development Program, Marine and Family Programs, Marine Corps Community Services, Camp Lejeune
Subj: WAIVER REQUEST TO RE-TAKE THE ARMED FORCE CLASSIFICATION TEST (AFCT) ICO (Rank/Full Name/EDIPI# or MOS)
Ref: (a) MCO 1230.5C

Encl: (1) MCTFS Print-out of scores for (Rank/Name)

1. In accordance with the reference, request an in-service retest for the Armed Forces Classification Test (AFCT). (Rank/Name) took the AFCT on (The last AFCT Test Date) and did not acquire the required scores for (LATERAL-MOVE MOS OR MILITARY SCHOOL or OFFICER PROGRAM OR UNIT.) The program the Marine is applying for needs a (GT or EL or MM) score of (Required Score for the program the marine is requesting). (His/Her) current score is (Current ASVAB Score.)

2. Justification. Unit Commanders must give a justification for the individual Marine as to why he/she must take the AFCT before the six months has elapsed. Some examples used are: Deployment before the six months has elapsed and there aren’t any testing sires in the area, or, the Marines EAS will not allow him/her the option to retake the test.

3. Enclosed is a CERTIFIED TRUE copy of the Marine’s TEST screen from MCTFS.

4. The point of contact for this request is (THE MARINE'S OIC), (Military Unit), at (Unit Phone Number).

I. M. COMMANDING
By Direction (if applicable)

Enclosure (2)
**** TEST SCORES ****

EDIP: 1234567890
NAME: INCHARGER, IAM
RUC: 00000
COMPANY CODE: Z
PRES-GRADE: E10
RECSTAT: 4
COMP CODE: 11
PLT CODE: 2PLT
TRNGRP:
R-RECSTAT:
RCOMP-CODE:

*CLASS TEST*  *AFQT ASVAB*  *LANGUAGE SCORES*
VER: 03E  SCORE: 40  DLAB SCORE: 000
TYPE:  FORM: 19F
DATE: 20001213

*ASVAB TEST*  *GCT SCORES*  *MISC TEST SCORES*
GT 096  GCT 096  ARC SCORE: 000
MM 091  PA 000  ARC DATE: 00000000
EL 092  AR 000  EDPT SCORE: 000
CL 000  RV 000  EDPT DATE: 00000000

*FOREIGN LANGUAGE*
CD1 CD2 CD3 CD4

*SELF PROFESSED LANG*
CD1 CD2 CD3 CD4

ENSURE THE COPY CAN BE SCANNED AND SENT TO HQMC. IF THE BACKGROUND IS DARK OR PURPLE, THE SCAN COPY IS HARD TO SEND TO HQMC.

CERTIFIED TRUE COPY
SIGNATURE:
DATE:

02/05/2015
09:32:09