



AFCT REGISTRATION FORM

Print Last Name, First Name	Rank	EDIPI	Unit
ARMED FORCES CLASSIFICATION TEST			AFCT

SPECIFY TEST DATE: _____

CHECK ONE:

- FIRST TIME TAKING THIS EXAM WAIVER AFCT (HQMC APPROVAL REQUIRED)
 I HAVE TAKEN THIS EXAM BEFORE SPECIFY TEST DATE: _____

Testing Policy:

- I must have a military ID and a valid picture ID card (e.g. Driver's License or current Passport) in my possession to enter the testing room.
 Marines testing at any Marine Corps or sister service testing facility must be in the appropriate uniform of the day per the MCO 1230.5C Section 5.

 Signature of Examinee Date

 Duty Phone Cell Phone Email

I certify that this section is aware of the above servicemember's desire to take the indicated test(s). This service member will be authorized the time required to complete the exam on the testing date.

 Printed Name of CO or OIC Signature Date

 Duty Phone Cell Phone Email

TEST PREPARATION RESOURCES

- OASC ONLINE ACADEMIC SKILLS COURSE FOR MILITARY SUCCESS
VISIT [HTTP://WWW.NELNETSOLUTIONS.COM/DANTESNET/](http://www.nelnetsolutions.com/dantesnet/)
- VARSITY TUTORS.MULTIPLE PRACTICE TESTS
VISIT [HTTPS://VARSITYTUTORS.COM/PRACTICE.TESTS](https://varsitytutors.com/practice.tests)
- PREP BOOKS ARE AVAILABLE AT THE MCBH LIBRARY

Submit the following items to the MCB Hawaii Education Center prior to the test date to register for the AFCT:

1. Official Command Authorization Letter for AFCT
2. Certified True copy of Test screen from MCTFS (See S-1 for assistance. Scores from MOL will not be accepted!)
3. MCB Hawaii Education Center Classification Test Registration form



COMMAND AUTHORIZATION LETTER FOR ARMED FORCES
CLASSIFICATION TEST (AFCT)

COMMAND LETTERHEAD

(Just use Battalion/Squadron level Letterhead-not Company level)

SAMPLE PAGE 1:
COMMAND
AUTHORIZATION LETTER

1230
Office Code Date

From: Commanding Officer (Only Battalion/Squadron level CO)
To: MCB Hawaii Education Center (Test site)

Subj: AUTHORIZATION FOR IN-SERVICE RETEST OF THE AFCT ICO SERGEANT I.M.
MOTIVATED EDIPI/0111 USMC

Encl: (1) Certified True Copy of MCTFS TEST screen

Ref: (a) MCO 1230.5C (Marine must meet requirements to test per MCO)

1. In accordance with the reference, Sergeant motivated meets the requirements for the in-service retest of the AFCT. Sgt Motivated is applying for (STATE THE REASON FOR TESTING, i.e. lateral move to MOS XXXX) and needs to attain a (specify score required, i.e. GT score of 110 or AFQT score of 72). He/She currently possesses a GT score of 108 (or other composite score or AFQT score) and he/she last tested on 28 January 2010. Attached is a certified true copy of his/her test screen from MCTFS verifying these scores.
2. Point of Contact for this request is Major Incharge at (123) 456-7890 or via email ikaika.incharge@usmc.mil.

I.M. INCHARGE
(By direction)

Anyone signing other than the Battalion/Squadron CO must type By direction.

ABCDEFGH	****TEST SCORES****	10/01/2018
ENTER NEXT EDIPI: -----	ENTER CATG: SEQ NBR: 17:18:20	
EDIPI: NAME: MOTIVATED, IAM M	PAGE: 01	
RUC: COMPANY CODE: PRES-GRADE: RECSTATE: COMPCODE:		
PLT CODE: TRNGRP: R-RECSTAT: RCOMP-CODE:		
CLASS TEST		
VER:		
TYPE:		
DATE:		
ASVAB TEST		
GT		
MM		
EL		
CL		
FOREIGN LANGUAGE	*SELF PROFESSED LANG*	

**MUST BE SIGNED BY E-7
OR ABOVE RANK AND
DATE MUST BE LISTED**

Sign here

CERTIFIED TRUE COPY OF ORIGINAL

Capt Reeves, Michael
20171012

ENCLOSURE (1)

Stamped, signed, rank and dated E-7 or above. If E-6 and below or civilian Marine submit by direction letter

SAMPLE PAGE 2:
MCTFS SCORES
PROVIDED BY YOUR S-1
OR IPAC