



**NONRESIDENT  
TRAINING  
COURSE**

OCTOBER 2001



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# **Navy Counselor 1 & C (Counselor)**

**NAVEDTRA 14171A**

**Although the words “he,” “him,” and “his” are used sparingly in this course to enhance communication, they are not intended to be gender driven or to affront or discriminate against anyone.**

# PREFACE

By enrolling in this self-study course, you have demonstrated a desire to improve yourself and the Navy. Remember, however, this self-study course is only one part of the total Navy training program. Practical experience, schools, selected reading, and your desire to succeed are also necessary to successfully round out a fully meaningful training program.

**TEXT:** The texts for this NRTC, *Retention Team Manual* (NAVPERS 15878H), *Enlisted Transfer Manual* (NAVPERS 15909G), and *Military Personnel Manual* (NAVPERS 15560C) are NOT supplied with the course and must be obtained by the student. They are available on the current BUPERS CD-ROM, the contents of which can be found at <http://www.bupers.navy.mil/cdrom/cdrom.html>.

**COURSE OVERVIEW:** In completing this nonresident training course, you will demonstrate a knowledge of the subject matter by correctly answering questions on the following: counseling techniques, enlisted and officer counseling, career reenlistment objectives (CREO), incentive programs, education programs, Naval Reserve programs, TRICARE Health System, survivor benefits, veterans benefits, family counseling, and Fleet Reserve and retirement.

**THE COURSE:** This self-study course is organized into subject matter areas, each containing learning objectives to help you determine what you should learn along with text and illustrations to help you understand the information. The subject matter reflects day-to-day requirements and experiences of personnel in the rating or skill area. It also reflects guidance provided by Enlisted Community Managers (ECMs) and other senior personnel, technical references, instructions, etc., and either the occupational or naval standards, which are listed in the *Manual of Navy Enlisted Manpower Personnel Classifications and Occupational Standards*, NAVPERS 18068.

**THE QUESTIONS:** The questions that appear in this course are designed to help you understand the material in the text.

**VALUE:** In completing this course, you will improve your military and professional knowledge. Importantly, it can also help you study for the Navy-wide advancement in rate examination. If you are studying and discover a reference in the text to another publication for further information, look it up.

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## **Sailor's Creed**

“I am a United States Sailor.

I will support and defend the Constitution of the United States of America and I will obey the orders of those appointed over me.

I represent the fighting spirit of the Navy and those who have gone before me to defend freedom and democracy around the world.

I proudly serve my country's Navy combat team with honor, courage and commitment.

I am committed to excellence and the fair treatment of all.”

# INSTRUCTIONS FOR TAKING THE COURSE

## ASSIGNMENTS

The text pages that you are to study are listed at the beginning of each assignment. Study these pages carefully before attempting to answer the questions. Pay close attention to tables and illustrations and read the learning objectives. The learning objectives state what you should be able to do after studying the material. Answering the questions correctly helps you accomplish the objectives.

## SELECTING YOUR ANSWERS

Read each question carefully, then select the BEST answer. You may refer freely to the text. The answers must be the result of your own work and decisions. You are prohibited from referring to or copying the answers of others and from giving answers to anyone else taking the course.

## SUBMITTING YOUR ASSIGNMENTS

To have your assignments graded, you must be enrolled in the course with the Nonresident Training Course Administration Branch at the Naval Education and Training Professional Development and Technology Center (NETPDTC). Following enrollment, there are two ways of having your assignments graded: (1) use the Internet to submit your assignments as you complete them, or (2) send all the assignments at one time by mail to NETPDTC.

**Grading on the Internet:** Advantages to Internet grading are:

- you may submit your answers as soon as you complete an assignment, and
- you get your results faster; usually by the next working day (approximately 24 hours).

In addition to receiving grade results for each assignment, you will receive course completion confirmation once you have completed all the

assignments. To submit your assignment answers via the Internet, go to:

**<http://courses.cnet.navy.mil>**

**Grading by Mail:** When you submit answer sheets by mail, send all of your assignments at one time. Do NOT submit individual answer sheets for grading. Mail all of your assignments in an envelope, which you either provide yourself or obtain from your nearest Educational Services Officer (ESO). Submit answer sheets to:

COMMANDING OFFICER  
NETPDTC N331  
6490 SAUFLEY FIELD ROAD  
PENSACOLA FL 32559-5000

**Answer Sheets:** All courses include one “scannable” answer sheet for each assignment. These answer sheets are preprinted with your SSN, name, assignment number, and course number. Explanations for completing the answer sheets are on the answer sheet.

**Do not use answer sheet reproductions:** Use only the original answer sheets that we provide—reproductions will not work with our scanning equipment and cannot be processed.

Follow the instructions for marking your answers on the answer sheet. Be sure that blocks 1, 2, and 3 are filled in correctly. This information is necessary for your course to be properly processed and for you to receive credit for your work.

## COMPLETION TIME

Courses must be completed within 12 months from the date of enrollment. This includes time required to resubmit failed assignments.

## **PASS/FAIL ASSIGNMENT PROCEDURES**

If your overall course score is 3.2 or higher, you will pass the course and will not be required to resubmit assignments. Once your assignments have been graded you will receive course completion confirmation.

If you receive less than a 3.2 on any assignment and your overall course score is below 3.2, you will be given the opportunity to resubmit failed assignments. **You may resubmit failed assignments only once.** Internet students will receive notification when they have failed an assignment--they may then resubmit failed assignments on the web site. Internet students may view and print results for failed assignments from the web site. Students who submit by mail will receive a failing result letter and a new answer sheet for resubmission of each failed assignment.

## **COMPLETION CONFIRMATION**

After successfully completing this course, you will receive a letter of completion.

## **ERRATA**

Errata are used to correct minor errors or delete obsolete information in a course. Errata may also be used to provide instructions to the student. If a course has an errata, it will be included as the first page(s) after the front cover. Errata for all courses can be accessed and viewed/downloaded at:

<http://www.advancement.cnet.navy.mil>

## **STUDENT FEEDBACK QUESTIONS**

We value your suggestions, questions, and criticisms on our courses. If you would like to communicate with us regarding this course, we encourage you, if possible, to use e-mail. If you write or fax, please use a copy of the Student Comment form that follows this page.

## **For subject matter questions:**

E-mail: n313.products@cnet.navy.mil  
Phone: Comm: (850) 452-2159  
DSN: 922-2159  
FAX: (850) 452-1370  
(Do not fax answer sheets.)  
Address: COMMANDING OFFICER  
NETPDTC N313  
6490 SAUFLEY FIELD ROAD  
PENSACOLA FL 32509-5237

## **For enrollment, shipping, grading, or completion letter questions**

E-mail: n331@cnet.navy.mil  
Phone: Toll Free: 877-264-8583  
Comm: (850) 452-1511/1181/1859  
DSN: 922-1511/1181/1859  
FAX: (850) 452-1370  
(Do not fax answer sheets.)  
Address: COMMANDING OFFICER  
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PENSACOLA FL 32559-5000

## **NAVAL RESERVE RETIREMENT CREDIT**

If you are a member of the Naval Reserve, you may earn retirement points for successfully completing this course, if authorized under current directives governing retirement of Naval Reserve personnel. For Naval Reserve retirement, this course is evaluated at 4 points. (Refer to *Administrative Procedures for Naval Reservists on Inactive Duty*, BUPERSINST 1001.39, for more information about retirement points.)

## Student Comments

**Course Title:** Navy Counselor 1 & C (Counselor)

**Date:** \_\_\_\_\_

**NAVEDTRA:** 14171A

**We need some information about you:**

Rate/Rank and Name: \_\_\_\_\_ SSN: \_\_\_\_\_ Command/Unit \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State/FPO: \_\_\_\_\_ Zip \_\_\_\_\_

**Your comments, suggestions, etc.:**

**Privacy Act Statement:** Under authority of Title 5, USC 301, information regarding your military status is requested in processing your comments and in preparing a reply. This information will not be divulged without written authorization to anyone other than those within DOD for official use in determining performance.

NETPDTC 1550/41 (Rev 4-00)





# ASSIGNMENT 1

Textbook Assignment: *Retention Team Manual*, NAVPERS 15878H, chapters 1, 2, 5, 12, and 14, and appendixes B, C and I; and *Enlisted Transfer Manual*, NAVPERS 15909G, chapters 3, 4, and 9.

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**Learning Objective: Identify the objectives of the Career Information Team.**

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IN ANSWERING QUESTIONS 1-3 THROUGH 1-5, SELECT FROM FIGURE 1 THE CAREER INFORMATION TEAM MEMBER WHOSE DUTIES ARE DESCRIBED IN THE QUESTION.

- 1-1. Which of the following goals is NOT a stated objective of the Navy Retention Program?
1. Obtain personnel stability
  2. Keep Navy families informed
  3. Assist the Navy Recruiting Command in making enlistment goals
  4. Influence member being separated to participate in the Naval Reserve

MEMBERS
1. Command Master Chief
2. Command Career Counselor
3. Commanding Officer
4. Executive Officer

**Figure 1**

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**Learning Objective: Identify members of the Career Information Team, define their areas of Responsibility, and state the qualifications for Command and department career counselors.**

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- 1-2. What are the minimum requirements for a member to become a departmental career counselor?
1. E-6, second enlistment
  2. E-5, second enlistment
  3. E-6, first enlistment
  4. E-5, first enlistment

- 1-3. Provide an effective command retention team
- 1-4. Senior career counselor for the command
- 1-5. Command's representative on retention matters
- 1-6. The commanding officer is responsible for the establishment of a Career Information Program.
1. True
  2. False

- 1-7. Maintaining the command's retention statistics is the responsibility of which of the following retention team members?
1. Department career counselor
  2. Command career counselor
  3. Command master chief
  4. Personnel officer
- 1-8. Which of the following is a role of the CMC in the retention team process?
1. Ensures the commanding officer's retention-related policies are published and enforced
  2. Supports command career information, retention and personnel programs, emphasizing chain of command involvement under the CIPM concept
  3. Monitors and takes appropriate action to establish and maintain an effective command CIPM system
  4. Promotes upward-mobility programs for all personnel, pursues retention of qualified personnel, and encourages conversion from overmanned to undermanned ratings
- 1-9. The personnel/disbursing office is NOT responsible for which of the following support functions?
1. Submitting messages for SRB precertification
  2. Ensuring that the command career counselor receives routed message traffic
  3. Submitting messages for SRB precertification and ensuring that the command career counselor receives routed message traffic
  4. Ensuring all reenlistment physicals are completed
- 1-10. Which of the following references outline(s) the qualifications for command career counselor?
1. The Retention Team Manual
  2. The Enlisted Transfer Manual and MILPERSMAN
  3. The Advancement Manual
  4. All of the above
- 1-11. At what minimum interval are career information team meetings required to be conducted?
1. Weekly
  2. Monthly
  3. Bimonthly
  4. Quarterly
- 1-12. Making sure department and division retention team meetings are held as required is the responsibility of what team member(s)?
1. The department head
  2. The division officer
  3. The department head and the division officer
  4. The executive officer
- 1-13. What is the minimum CITC requirement for a member to qualify to be a divisional career counselor?
1. 1 day
  2. 2.5 days
  3. 3 days
  4. 4 days

- 1-14. What is the primary goal of conducting an internal assessment?
1. To ensure that every Sailor of that command is provided with a sufficient quality and quantity of career information
  2. To yield new ideas to improve the quality of operations and services provided
  3. To exchange ideas within the chain of command
  4. To find positive attributes and strengthen them
- 1-15. The two keys to a successful retention program are to accomplish which of the following goals?
1. Decentralization and delegation
  2. Training and interviews
  3. Centers of influence and training
  4. Delegation and interviews
- 1-16. The counseling interview system consists of what total number of required interviews?
1. 5
  2. 6
  3. 3
  4. 4
- 1-17. A reporting interview is required for which of the following personnel?
1. First term personnel only
  2. First and second term personnel only
  3. Personnel below the grade of E-7 only
  4. All personnel reporting to the command
- 1-18. Which of the following reports lists personnel in your command who require specific interviews?
1. Reporting information system
  2. Career information program management
  3. Enlisted distribution verification
  4. Activity manpower document
- 1-19. A member's incentive interview should be conducted at what specific time?
1. 12 months prior to EAOS
  2. 18 months plus ADSD
  3. 10 months prior to PRD
  4. 6 months after reporting on board
- 1-20. The retention interview is required to be scheduled at what specific time?
1. 10 months before EAOS/PRD
  2. After a service member has been promoted to PO3
  3. At the active duty service date plus 18 months
  4. 6 months after reporting aboard
- 1-21. The enlisted duty preference form should be submitted or updated during what specific time frame?
1. During the member's reporting interview
  2. Within the first 6 months of reporting to current duty station
  3. 12 months before member's EAOS
  4. Anytime during a reporting, incentive, retention, or 17-year interview

1-22. Members should be apprised of the benefits of remaining on active duty beyond the initial fleet Reserve eligibility date during what interview(s)?

1. 17-year careerist only
2. Pre-retirement only
3. 17-year careerist and pre-retirement
4. Separation

1-23. Favorable or unfavorable trends in a member's career can be determined during what interview?

1. 17-year monitoring
2. Reporting
3. Incentive
4. Retention

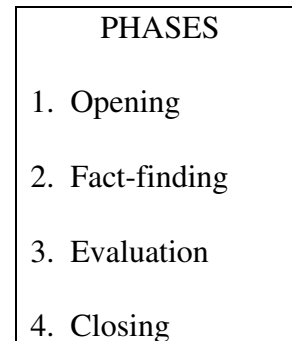
1-24. An interview should be scheduled during a member's career at which of the following time frames?

1. Within 30 days of reporting aboard
2. Approximately 10 months before EAOS/PRD
3. At approximately 17 years of active duty
4. All of the above

1-25. STAR/SCORE program benefits should be discussed at which of the following interviews?

1. Reporting and incentive only
2. Reporting and retention only
3. Reporting, incentive, and retention
4. Incentive only

IN ANSWERING QUESTIONS 1-26 THROUGH 1-29, SELECT FROM FIGURE 2 THE PHASE OF AN INTERVIEW THAT INCLUDES THE ACTION DESCRIBED IN THE QUESTION.



**Figure 2**

1-26. Give the member information about the command mission.

1-27. Summarize benefits that satisfy the member's needs.

1-28. Determine the member's goals and interests.

1-29. Encourage the member to talk.

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**Learning Objective: Identify person(s) responsible for officer retention.**

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1-30. Officer retention within the command is the responsibility of which of the following individuals?

1. The division officer
2. The department head
3. The executive officer
4. The commanding officer

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**Learning Objective: Determine a member's suitability for overseas duty.**

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- 1-31. Concurrent with the release of overseas orders, the transferring command will receive a "personal for" from PERS-4 that directs them to give a mandatory update of the screening member within what minimum number of days?
1. 10 days
  2. 15 days
  3. 20 days
  4. 30 days
- 1-32. Determination of a member's suitability for overseas assignment is fundamental to efficient and cost-effective detailing procedures.
1. True
  2. False
- 1-33. Which of the following types of duty is categorized as overseas service?
1. Type 6 duty
  2. Type 4 duty
  3. Type 3 duty
  4. All of the above
- 1-34. To determine suitability for overseas duty, the CO should conduct a face-to-face interview with the member, but not the member's family.
1. True
  2. False

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**Learning Objective: Identify career reenlistment objectives (CREO) and categories.**

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- 1-35. The CREO system is divided into what total number of categories?
1. Five
  2. Two
  3. Three
  4. Four
- 1-36. The career manning level for a member's rating went from 90 to 103 percent. The member's rating would be placed in what CREO category?
1. One
  2. Two
  3. Three
  4. Four
- 1-37. CREO is gender-specific in order to better manage male and female inventories.
1. True
  2. False
- 1-38. A member desires to reenlist. NPC approval is required if the member's rating is in what CREO category?
1. One
  2. Two
  3. Three
  4. Four

IN ANSWERING QUESTIONS 1-39 THROUGH 1-41, SELECT FROM FIGURE 3 THE CREO CATEGORY THAT IS DEFINED BY THE QUESTION.

CREO CATEGORIES	
1.	1
2.	2
3.	3

**Figure 3**

- 1-39. Manning is less than 97 percent
- 1-40. Manning is between 97 and 103 percent
- 1-41. Manning is in excess of 103 percent
- 1-42. Members whose ratings are in CREO category 3 should be encouraged to take advantage of which, if any, of the following incentive programs?
1. SCORE
  2. STAR
  3. GUARD 2000
  4. None of the above

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**Learning Objective: Identify the objectives of the REGA, TAMP, and Reserve Programs.**

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- 1-43. The Navy program that was set up for the purpose of guiding the general apprentice population into ratings where junior levels exist is known by which of the following acronyms?
1. REGA
  2. SCORE
  3. STAR
  4. GUARD 2000

- 1-44. Personnel separating from naval service will be provided information in which of the following subject areas?
1. Job placement
  2. Financial planning
  3. Veterans' compensation and rehabilitation benefits
  4. All of the above
- 1-45. TAMP workshops are available in which of the following geographic areas?
1. CONUS only
  2. CONUS and U.S. territories
  3. All NATO countries
  4. All locations that have a Family Service Center
- 1-46. What is the primary information source from which separating members receive transition counseling?
1. Naval Reserve Career Information Team
  2. Spouse Employment Assistance Program
  3. Transition Assistance Program
  4. Command Career Information Team
- 1-47. Responsibility for making sure all separating members attend required TAP counseling rests with which of the following individuals?
1. The command career counselor
  2. The department head
  3. The executive officer
  4. The commanding officer
- 1-48. Which of the following government agencies developed the TAP program?
1. Department of the Navy
  2. Department of Defense
  3. Department of Labor
  4. Department of Transportation

1-49. Members should receive their DD Form 2586 (Verification of Military Experience and Training) at what minimum number of days before separation?

1. 60 days
2. 90 days
3. 120 days
4. 180 days

1-50. Which of the following authorities is responsible for coordinating and presenting Naval Reserve information throughout the east and west coasts?

1. The Center for Career Decisions
2. The LANFLT/PACFLT Career Information Teams
3. Transition Assistance Program
4. Command career counselor

1-51. What is the instruction governs the Reserve programs briefing?

1. OPNAVINST 5354.1
2. OPNAVINST 1900.1
3. SECNAVINST 1902.1
4. SECNAVINST 1811.3

1-52. What maximum number of days before release from active duty is the Reserve briefing required?

1. 60
2. 90
3. 120
4. 180

1-53. Naval Reserve headquarters can be found at which of the following locations?

1. Millington, TN
2. Washington, DC
3. New Orleans, LA
4. Kings Point, NY

# ASSIGNMENT 2

Textbook Assignment: *Retention Team Manual*, NAVPERS 15878H, chapters 3, 4, 6, 7, 9, 12, 16, and 17;  
*Military Personnel Manual*, NAVPERS 15560C, SSIC 1440 and SSIC 1510.

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**Learning Objective: Identify the important characteristics of the Selective Reenlistment Bonus (SRB) program.**

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- 2-1. A selective reenlistment bonus (SRB) is paid to members serving in selected ratings that reenlist or extend for what minimum number of months?
1. 12
  2. 18
  3. 24
  4. 36
- 2-2. What minimum number of months of continuous active naval service is required for a member to be eligible for Zone A?
1. 21
  2. 24
  3. 28
  4. 36
- 2-3. A member should complete what minimum and maximum number of years of active military service to be eligible for Zone B?
1. 2, 4
  2. 6, 8
  3. 6, 10
  4. 8, 10
- 2-4. The computation of total active military service to establish SRB eligibility should include which of the following tours of active duty in Naval reserve components?
1. TAR only
  2. TEMAC only
  3. TEMAC and ACDUTRA
  4. TAR, TEMAC, and ACDUTRA
- 2-5. To qualify for broken service SRB, a NAVET should have been discharged or released from ACDU less than what maximum number of months?
1. 24
  2. 32
  3. 36
  4. 48
- 2-6. For a member to be eligible for a Zone C SRB, the member's prior active service and extension or reenlistment should yield at least how many years?
1. 6
  2. 10
  3. 14
  4. 16
- 2-7. Which of the following laws governs the SRB program?
1. Public law
  2. Navy law
  3. DOD law
  4. Federal law



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**Learning Objective: Identify Selective Conversion and Reenlistment (SCORE) program benefits.**

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2-8. Members reenlisting under provisions of the SCORE program are NOT offered which of the following career incentives?

1. Assignment to a general area
2. Assignment to a class "A" school
3. Assignment to a class "C" school
4. Automatic advancement

2-9. Which of the following members would NOT be eligible for the SCORE program?

1. A female PO1 with 12 years active service
2. A male PO3 with 3 years active service
3. An active E-2 with 3 years active service
4. A SN (nondesignated) with 2 years active service

2-10. The SCORE program is designed for rating conversion by which of the following methods?

1. Navywide examinations
2. Reenlistment
3. Extension
4. Direct conversion

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**Learning Objective: Identify Selective Training and Reenlistment (STAR) program benefits.**

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2-11. Which of the following benefits is NOT guaranteed under provisions of the STAR program?

1. Assignment to a class "A" school.
2. Conversion to a more critical rating
3. Advancement to PO2
4. SRB, if otherwise eligible

2-12. Which of the following members is NOT eligible for the STAR program?

1. A female PO2 with 4 years active naval service and 3 years other active service
2. A male PO3 with 3 years active service
3. A female PO1 with 6 years and 6 months active service
4. A designated striker with 2 years active naval service

2-13. To be eligible for the STAR program, a member should NOT have had nonjudicial punishment within what minimum number of months before date of application?

1. 18
2. 24
3. 36
4. 48

2-14. Automatic advancement to paygrade E-5 is guaranteed to eligible E-4s under the STAR program, provided the guaranteed school is listed in which of the following sources?

1. Catalog of Navy Training courses
2. Enlisted Transfer Manual, chapter 8
3. Career School Listing
4. Retention Team Manual

2-15. The second GUARD 2000 should be used at what specific time in the member's career?

1. After 4 years but before 15 years
2. After first enlistment and prior to 17 years of service
3. Up to 20 years of service
4. Up to 30 years of service

2-16. When should a member submit their GUARD 2000 request?

1. Within 6 months of EAOS, as extended
2. Within 9 months of PRD
3. Within 6 months of PRD
4. Within 12 months of EAOS, as extended

2-17. What is the minimum number of years a member is required to reenlist under the GUARD 2000 program?

1. 6
2. 5
3. 3
4. 4

2-18. Personnel may reenlist GUARD 2000 prior to any signed extension agreement of 24 months or less becoming operative.

1. True
2. False

2-19. To receive a guaranteed assignment to a specific school, a member should reenlist for what minimum number of years?

1. 5
2. 6
3. 3
4. 4

2-20. In order to receive a guaranteed school under the "guaranteed school" programs, a member is required to obliserve for what minimum number of months?

1. 72
2. 24
3. 36
4. 48

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**Learning Objective: Identify important points involved in changing rate or rating.**

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2-21. Read each of the following statements concerning change in rate or rating. Then select the response that lists only those statements that are true.

- A. A career counselor should refuse to submit a request for lateral conversion for a member in a critically undermanned rating.
- B. When conversion requires a PCS move, the member must be eligible for transfer.
- C. A member serving in an enlistment for which SRB was received may submit a request for conversion 3 months before EAOS.
- D. Members who are ineligible for reenlistment can be approved for conversion.
- E. Conversions may be authorized by Navywide examinations when "A" school quotas are not available.
- F. In-service training is not an avenue to lateral conversion.

1. A, B, D,
2. A, C, D
3. B, C, E
4. D, E, F

- 2-22. The guidelines for change in rate or rating are contained in which of the following publications?
1. Retention Team Manual
  2. Advancement Manual
  3. Enlisted Transfer Manual
  4. Military Personnel Manual
- 2-23. Which of the following personnel is NOT eligible for a change in rate or rating?
1. A naval reservist on active duty
  2. A PO2 with 14 years active duty
  3. A member whose current rating is in CREO category 3
  4. A member with 24 months remaining on an enlistment for which SRB was received
- 2-24. A request for participation in a Navywide examination for a change in rating should be submitted at what minimum period of time in advance of the examination date?
1. 10 days
  2. 30 days
  3. 60 day
  4. 90 days
- 2-25. Required courses and recommended reading material for advancement are found in which of the following publications?
1. Advancement manual
  2. Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards
  3. Bibliography for Advancement-In-Rate Study for Examinations
  4. Naval Military Personnel Manual
- 2-26. A recommendation for advancement of a member is effective until which of the following events takes place?
1. The member is hospitalized
  2. The member goes TAD over 60 days
  3. The member is advanced
  4. The member transfers under orders
- 2-27. What is the most important requirement to be met in the enlisted advancement system?
1. Time-In-Rate
  2. CO recommendation
  3. Performance mark average
  4. Signing your advancement worksheet
- 2-28. How many general rate apprenticeships exist in the Navy?
1. Six
  2. Five
  3. Three
  4. Four
- 2-29. What is the required Time-In-Rate (TIR) for advancement from E-5 to E-6?
1. 9 months
  2. 12 months
  3. 18 months
  4. 36 months
- 2-30. An individual advanced to E-5 from a September exam will be assigned what TIR date?
1. 1 January of the advancement cycle
  2. 16 January of the advancement cycle
  3. 1 July of the advancement cycle
  4. 16 July of the advancement cycle

2-31. What is the Terminal Eligibility Date for an individual participating in the March examination for advancement to E-6?

1. 1 January of the same year
2. 1 July of the same year
3. 1 January of the next year
4. 1 July of the next year

2-32. The TIR for a member is determined by using which of the following instructions?

1. BUPERSINST 1326.4
2. BUPERSINST 1430.16
3. BUPERSINST 1610.10
4. BUPERSINST 1900.7

2-33. Which of the following statements best defines TED?

1. Date to which SIPG is computed
2. Date to which TAFMS is computed
3. Date to which SIPG and TAFMS is computed
4. Last date on which a member can be advanced

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**Learning Objective: Identify important characteristics of the Navy College Office education program.**

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2-34. Navy College Learning Center offers no-cost refresher instruction in which of the following subjects?

1. History
2. Algebra
3. Reading
4. Science

2-35. Which of the following acronyms stands for an electronic transcript that is an academically accepted document?

1. NCPACE
2. SMART
3. ACE
4. NOTAP

2-36. NCPACE courses are available to which of the following personnel?

1. A PO serving on a COMSTA
2. A non-designated airman serving in a squadron deployed on a CV
3. A PO serving overseas
4. All of the above

2-37. Improvement of individual competency in reading, mathematics, English, and writing skills is the intent of which of the following programs?

1. TA
2. PACE
3. Functional Skills
4. Navy College

2-38. To enable enlisted personnel to complete a journeyman certification in a civilian trade that is related to their Navy rating is the goal of which of the following programs?

1. NCPACE
2. USMAP
3. DANTES
4. NCP

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**Learning Objective: Identify important characteristics of Navy Commissioning Programs.**

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2-39. To be eligible for a Secretary of the Navy nomination to the Naval Academy, a member must be in the Naval service for what minimum number of months before 1 July of the year the applicant desires to enroll?

1. 6
2. 9
3. 12
4. 24

2-40. What is the minimum active obligated service a member should have prior to 1 July of the entering year into the Naval Academy?

1. 12 months
2. 24 months
3. 36 months
4. 42 months

2-41. A midshipman is allowed to have only one dependent upon acceptance into the Naval Academy.

1. True
2. False

2-42. As of 1 June of the year BOOST training commences, a service member selected for the BOOST program should have what minimum number of months of active obligated service?

1. 12
2. 24
3. 36
4. 48

2-43. The need for officer technical management skills is most effectively met by which of the following programs?

1. WO
2. LDO
3. BOOST
4. NROTC

2-44. Which of the following personnel is NOT eligible for the Warrant Officer program?

1. A CPO (TAR) with 14 years active duty
2. A PO1 (Regular Navy) with 13 years active duty
3. A MCPO (Regular Navy) with 18 years active duty
4. A CPO (Regular Navy) with 15 years active duty

2-45. Which of the following personnel is NOT eligible for the Limited Duty Officer program?

1. A SCPO with 14 years active duty
2. A PO1 (TAR) with 13 years active duty
3. A CPO with 17 years active duty
4. A CPO with 15 years active duty

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**Learning Objective: Recognize the benefits of the Naval Reserve program.**

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2-46. Naval reservists assigned to units are obligated to attend what minimum yearly percentage of regularly scheduled drills?

1. 90%
2. 80%
3. 75%
4. 65%

2-47. For pay purposes, a drill consists of what minimum number of hours?

1. 24 hours
2. 16 hours
3. 8 hours
4. 4 hours

- 2-48. Drilling reservists are NOT eligible for reenlistment bonus pay.
1. True
  2. False
- 2-49. A Naval reservist may NOT receive retirement points for which of the following aspects of reserve service?
1. Drills
  2. Active duty for training
  3. Advancement
  4. Membership
- 2-50. The Training and Administration of Reserve (TAR) program was established to provide support at naval activities when naval reservists report for AT/ADT.
1. True
  2. False

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**Learning Objective: Recognize important characteristics of the TRICARE health system.**

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- 2-51. What information system does the Navy use to verify TRICARE eligibility requirements?
1. ARIS
  2. DEERS
  3. TFFMS
  4. TMMCA
- 2-52. Inpatient treatment at a Navy medical facility is authorized for which of the following dependents of an active duty member?
1. Father-in-law
  2. Dependent parent
  3. Dependent child under 18 years of age
  4. All of the above

- 2-53. What total number of health delivery systems is included in TRICARE?
1. One
  2. Two
  3. Three
  4. Four
- 2-54. A retiree that has elected TRICARE PRIME will incur what maximum out-of-pocket expense if admitted to a civilian emergency room?
1. \$10.00
  2. \$20.00
  3. \$30.00
  4. \$40.00

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**Learning Objective: Recognize important information on pay, allowances, and entitlement.**

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- 2-55. What is the primary means of compensating members of the uniformed services?
1. Basic pay
  2. Basic allowance for subsistence
  3. Basic housing allowance
  4. Special pays
- 2-56. Information on the monthly rates for the performance of any hazardous duty incentive pay can be found in which of the following references?
1. PAYPERSMAN
  2. DODFMR
  3. PAYMERSMAN and DODPM
  4. JFTR

2-57. Which of the following personnel is eligible to receive career sea pay while assigned to a ship whose primary mission is accomplished while underway?

1. An ensign with 2 years of previous sea duty
2. A BMSN with 4 years of previous sea duty
3. A warrant officer
4. Each of the above

2-58. Bachelor personnel are entitled to receive a dislocation allowance (DLA) when transferred to a permanent station where government quarters are not assigned.

1. True
2. False

# ASSIGNMENT 3

Textbook Assignment: *Retention Team Manual*, NAVPERS 15878H, Chapters 10, 11, and 15 and appendix E.

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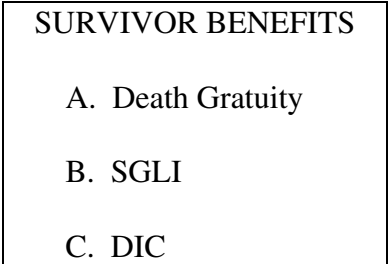
**Learning Objective: Recognize important characteristics of the survivor benefit program.**

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- 3-1. Which of the following payments is made to the family survivor immediately upon the death of a service member?
1. Servicemen's Group Life Insurance
  2. Social security
  3. Dependency and indemnity
  4. Death gratuity
- 3-2. What is the official document used by the Navy to determine who receives the unpaid pay and allowances of a deceased member?
1. Part II of the Record of Emergency Data
  2. Deceased member's will
  3. The SGLI election form
  4. Record of allotments in effect
- 3-3. Under which of the following conditions should the NAVPERS 1070/602 be verified by the member?
1. Upon transfer
  2. When a change in dependency occurs
  3. Before a deployment
  4. All of the above
- 3-4. When a member elects a reduction or cancellation in their SGLI, he/she should be counseled as to the effect of this action and an appropriate entry will be made in his or her service record.
1. True
  2. False
- 3-5. Section I of the SGLI form is used for which, if any, of the following purposes?
1. To increase the amount
  2. To decrease the amount
  3. To cancel the amount
  4. None of the above
- 3-6. Of the following categories of military personnel, which is/are eligible for SGLI coverage?
1. Active duty only
  2. Active duty for training
  3. Inactive duty for training
  4. All of the above
- 3-7. Provided that evidence of good health is provided, a member has what maximum number of months after SGLI coverage expires to apply for VGLI coverage?
1. 12
  2. 9
  3. 6
  4. 4



- 3-8. What is the maximum coverage a member can elect for VGLI?
1. \$ 75,000
  2. \$100,000
  3. \$150,000
  4. \$200,000



- 3-9. To be eligible for DIC, a widow should have been married to the deceased veteran for what minimum amount of time?
1. 1 year
  2. 2 years
  3. 3 years
  4. 4 years

- 3-10. A dependent child over 18 years of age may continue to receive DIC payment under which of the following conditions?
1. The child is helpless only
  2. The child is under 23 years of age and enrolled full time in school only
  3. The child is helpless or under 23 years of age and enrolled full time in school
  4. The child is 24 years old and unemployed

- 3-11. Rates of DIC payable to parents vary according to which of the following factors?
1. Age of parents
  2. Income of parents
  3. Health of parents
  4. Cost of living index

IN ANSWERING QUESTIONS 3-12 THROUGH 3-14, SELECT FROM FIGURE 1 THE SURVIVOR BENEFIT THAT IS DESCRIBED IN THE QUESTION.

**Figure 1**

- 3-12. Provides low-cost gratuity insurance for service members on active duty.
1. A
  2. B
  3. C
- 3-13. Payment is \$6,000 maximum.
1. A
  2. B
  3. C
- 3-14. Payment stops when widow/widower remarries.
1. A
  2. B
  3. C
- 3-15. To be fully insured under social security, a contributor 32 years of age should have credit for what minimum number of months of work?
1. 18
  2. 24
  3. 30
  4. 36

- 3-16. A first-term service member, 30 years old, who had never worked under social security coverage before enlisting, would be currently insured after completing what total number of months active service?
1. 6
  2. 9
  3. 12
  4. 18
- 3-17. Under social security, a member over the age of 31 should have which of the following combinations of credits in order to be eligible for disability benefits?
1. Credits for 5 years of work in the 10 years before the disability
  2. Credits for 4 years of work in the 10 years before the disability
  3. Credits for one-half the time between the age of 21 and the age at which the disability occurred
  4. Credits for 1½ years in the 3 years before the disability
- 3-18. For the divorced wife of a fully insured member to be eligible for social security survivors' benefits before age 62, the marriage should have lasted for what minimum number of years?
1. 5
  2. 10
  3. 15
  4. 20
- 3-19. Under the Survivor Benefit Plan (SBP), members entitled to retired pay may provide an annuity to designated beneficiaries of up to what maximum amount of their retired pay?
1. 50%
  2. 55%
  3. 65%
  4. 75%
- 3-20. SBP coverage becomes effective at what specific time?
1. On the first day of transfer to the Fleet Reserve or retirement
  2. 30 days after transfer to the Fleet Reserve or retirement
  3. 120 days after transfer to the Fleet Reserve or retirement
  4. 12 months after transfer to the Fleet Reserve or retirement
- 3-21. SBP is available to which of the following beneficiaries?
1. Spouse or former spouse only
  2. Children only
  3. Spouse and children
  4. All of the above
- 3-22. What specific amount of time do Reserve component members have to elect SBP?
1. 30 days after receipt of election certificate
  2. 90 days after receipt of election certificate
  3. Immediately after members 60<sup>th</sup> birthday
  4. Immediately upon retirement
- 3-23. Unpaid allowances of a deceased member include which of the following items?
1. Series E bonds
  2. Savings deposits
  3. Burial allowance
  4. Death gratuity
- 3-24. The military burial allowance provides expenses for burial at which of the following locations?
1. Private cemetery only
  2. National cemetery only
  3. At sea only
  4. Any of the above

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**Learning Objective: Recognize important characteristics of Veterans benefits.**

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3-25. For a veteran to receive additional point credit on civil service examinations, which of the following conditions should be met?

1. Entered military service before 15 Oct 1976
2. Passed the examination(s)
3. Entered military service before 15 Oct 1976 and passed the examination(s)
4. Completed 20 years service

3-26. Veterans who qualify may receive what number of points of additional credit on civil service examinations?

1. 5 or 10
2. 10 or 15
3. 15 or 20
4. Up to 20, depending on total years of active service

3-27. The amount of unemployment compensation for an ex-service member returning to civilian life is determined by what entity or organization?

1. Each individual state
2. Each individual county
3. The Department of Veterans Affairs
4. The Department of Labor

3-28. The Job Finding Assistance Program gives a priority of job-referral preferences to which of the following personnel?

1. Disabled veterans only
2. Disabled veterans who have served a minimum of 24 months of active duty service only
3. Any veterans who have served for a minimum of 24 months
4. Any veterans who have completed a minimum of 20 years active duty service

3-29. Under the Small business Administration (SBA) Loan Guaranty program, what specific percentage of a loan by a lending institution is guaranteed by the SBA?

1. 50%
2. 75%
3. 90%
4. 100%

3-30. A VA guaranteed loan CANNOT be used for making which of the following purchases?

1. A houseboat
2. A house
3. A condominium
4. A townhouse

IN ANSWERING QUESTIONS 3-31 THROUGH 3-34, SELECT FROM FIGURE 2 THE DATES OF INCLUSIVE SERVICE AND/OR THE MINIMUM PERIOD OF TIME NORMALLY REQUIRED TO QUALIFY FOR GI LOAN ELIGIBILITY FOR THE PERIOD LISTED IN THE QUESTIONS.

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. 25 July 1947 to June 1950</li> <li>2. 16 September 1940 to 26 July 1957 (at least 90 days total service)</li> <li>3. After 31 January 1955 for 181 continuous days or more</li> <li>4. 27 June 1950 to 1 February 1955 (for 90 days or more)</li> </ol> |
|---|

**Figure 2**

3-31. World War II.

1. 1
2. 2
3. 3
4. 4

3-32. Peace Time Period.

1. 1
2. 2
3. 3
4. 4

3-33. Korean Conflict

1. 1
2. 2
3. 3
4. 4

3-34. Post-Korean

1. 1
2. 2
3. 3
4. 4

3-35. What expiration date, if any, exists for VA home loan entitlement?

1. 31 December 1976
2. 31 December 1989
3. 10 years from the member's last discharge
4. None

3-36. Current GI Bill educational rates are found in which of the following publications?

1. VA-IS-1 Fact Sheet
2. Retention Team Manual
3. VA-IS-1 Fact Sheet and Retention Team Manual
4. MILPERSMAN

3-37. Members establish an educational assistance account under MGIB by contributing (a) what minimum amount of money in (b) what maximum number of months?

1. (a) \$25; (b) 24
2. (a) \$50; (b) 18
3. (a) \$100; (b) 12
4. (a) \$200; (b) 6

3-38. Eligible dependents of deceased members who died while on active duty for service connected causes should receive what, if any, MGIB entitlement?

1. The remaining unused amount
2. The whole amount that was reduced from the members pay
3. The amount that was reduced from the members pay, less any educational benefit that was already used
4. None

- 3-39. Calculating disability compensation is based on which, if any, of the following factors?
1. The disability rating percentage only
  2. The disability rating percentage and 2.5% of members active service
  3. 2.5% of the members active service
  4. None

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**Learning Objective: Recognize important characteristics of Fleet Reserve and retirement.**

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- 3-40. Transfer to the Fleet Reserve at the 20-year point is guaranteed to Navy members by public law.
1. True
  2. False
- 3-41. The purpose of the Fleet Reserve is to provide an available reserve for mobilization during an emergency?
1. True
  2. False
- 3-42. Eligibility criteria for transfer to the Fleet Reserve can be found in which, if any, of the following references?
1. Retention Team Manual
  2. Enlisted Transfer Manual
  3. Military Personnel Manual
  4. None
- 3-43. An application for transfer to the Fleet Reserve should reach NPC during what (a) minimum , and what (b) maximum number of months before the request date?
1. (a) 3 months (b) 6 months
  2. (a) 6 months (b) 9 months
  3. (a) 6 months (b) 18 months
  4. (a) 9 months (b) 18 months

- 3-44. If a critical shortage exists in a member's rating, the requested date for transfer to the Fleet Reserve may be deferred by which of the following authorities?
1. The command officer
  2. The Chief of Naval Personnel
  3. The Chief of Naval Operations
  4. The Secretary of the Navy

- 3-45. Which of the following statements does NOT describe the computation of retainer pay?
1. DFAS Cleveland computes retainer pay
  2. Retainer pay is "rounded down"
  3. Active duty service is "rounded down" to the lowest month
  4. A 15% increase is added to retainer pay for acts of heroism

- 3-46. The full term of any enlistment completed before 31 December 1977 may be counted toward retirement if it was terminated within what maximum period of time before the normal expiration of that enlistment?
1. 30 days
  2. 60 days
  3. 90 days
  4. 120 days

- 3-47. A minority enlistment is creditable as a full enlistment for retirement.
1. True
  2. False

- 3-48. Nondisability retirement for both officer and enlisted personnel is effected on what day of the month?
1. The last day of the month preceding the retirement month
  2. The last day of the retirement month
  3. The first day of the month preceding the retirement month
  4. The first day of the retirement month

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**Learning Objective: Identify Procedures for using appendix E of the Retention Team Manual to establish a counseling schedule for members transferring to the Fleet Reserve or the retired list.**

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- 3-49. Before making application for transfer to the Fleet Reserve, which of the following actions is recommended?
1. Review MILPERSMAN article 1830-040
  2. Obtain a locally prepared statement of service
  3. Review MILPERSMAN article 1850-030
  4. Each of the above
- 3-50. A member's request for transfer to the Fleet Reserve should be sent to Chief of Naval Personnel no later than what minimum number of months before the requested transfer date?
1. 12
  2. 9
  3. 3
  4. 6

- 3-51. The pre-separation interview is normally conducted during what time frame in relation to transfer to the Fleet Reserve?
1. 90 days before transfer
  2. The day of transfer
  3. 45 days before transfer
  4. 30 days before transfer

IN ANSWERING QUESTIONS 3-52 THROUGH 3-56, SELECT FROM FIGURE 3 THE RECOMMENDED TIME IN RELATION TO TRANSFER TO THE FLEET RESERVE TO TAKE THE ACTION DESCRIBED IN THE QUESTION.

1.	15 days before transfer
2.	90 days before transfer
3.	120 days before transfer
4.	180 days before transfer

**Figure 3**

- 3-52. Submit application for appropriate private I.D. cards.
1. 1
  2. 2
  3. 3
  4. 4
- 3-53. Schedule dental check.
1. 1
  2. 2
  3. 3
  4. 4
- 3-54. Ensure service record is up to date.
1. 1
  2. 2
  3. 3
  4. 4

3-55. Review DD form 2586.

1. 1
2. 2
3. 3
4. 4

3-56. Make SBP election.

1. 1
2. 2
3. 3
4. 4

