

UNITED STATES MARINE CORPS
MARTIAL ARTS & FITNESS CENTER OF EXCELLENCE
THE BASIC SCHOOL
24191 GILBERT ROAD
QUANTICO, VIRGINIA 22134

ADVANCEMENT PACKAGE CHECKLIST

Rank/Name _____ Date _____ Degree 2nd/3rd/4th

1. Prerequisites

- Rank of Sgt or above
- Meets required time in current belt (12,24,24)
- Currently certified

2. Endorsement Letter

- Used MAFCE template
- Signed by SNM's CO

3. Advancement Essay

- Used MAFCE template
- Meets minimum length
- Format, spelling and grammar
- Content is grade appropriate
- References properly cited (if applicable)

4. Battle Study / Unit Training Plan / Martial Culture Study

- Used MAFCE template
- Meets minimum length
- Format, spelling and grammar
- Content is grade appropriate
- References properly cited (if applicable)

5. NAVMC 11432's Course Record

- Instructed 2 MAI Courses (1 as Lead Instructor)

6. Volunteer Hours Documentation

- Completed the required volunteer hours (100,110,120)
- All hours completed as current belt

7. Belt Test / Training

- Pass advancement belt test
- Training 2nd(Sust:30 Train:15) 3rd(Sust:40 Train:13) 4th(Sust:50 Train:15.15)