

LESSON PLAN

MEPS Processing

Related Instructor Activity

DISCUSSION POINT

<p>I. Presentation</p> <p>A. Define and explain BEERs:</p> <ol style="list-style-type: none"><li>1. BEERs – Basic Enlistment Eligibility Requirements<ol style="list-style-type: none"><li>a. Source documents: Original documents required to be presented at MEPS.</li></ol></li><li>2. Minimum eligibility requirements an applicant must meet to be eligible for enlistment without waiver consideration.</li></ol> <p>B. Utilization and Purpose of the CRUITMAN-ENL</p> <ol style="list-style-type: none"><li>1. A guide to qualify applicants – not to disqualify them.<ol style="list-style-type: none"><li>a. If unclear after researching, utilize chain of command.</li></ol></li></ol> <p>C. Birth Verification</p> <ol style="list-style-type: none"><li>1. Used to verify name, age and citizenship.</li><li>2. Not every document will verify all three categories.</li><li>3. Enlistment name must match valid BEERs document.</li></ol>	<p>Ref: COMNAVCRUITCOMINST 1130.8 series</p>
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<p>D. Citizenship</p> <ol style="list-style-type: none"><li>1. U.S. Citizen (including US owned territories).</li><li>2. Non-citizen national of the US.</li><li>3. Permanent resident alien.</li><li>4. Documenting Citizenship<ol style="list-style-type: none"><li>a. Birth certificates and other long form documents issued by vital stats or other state agency, including DD372 may be used.</li><li>b. DD Form 372 obtained from state agencies (vital stats) may be used as the source document for name, age and citizenship.</li></ol></li></ol> <p>E. Social Security Number</p> <ol style="list-style-type: none"><li>1. Original document required for all applicants</li><li>2. SSN must belong to the applicant</li><li>3. Sole-source document: SSN Card, SSN Printout. SSN Printout can only be used for DEP-in not for shipping.</li></ol>	
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<p>F. Age</p> <ol style="list-style-type: none"><li>1. 17 – 34 for all Non-Prior Service Applicants.</li><li>2. Prior Service Applicants must be eligible for transfer to the Fleet Reserve prior to their 55<sup>th</sup> birthday.</li></ol> <p>G. Dependency</p> <ol style="list-style-type: none"><li>1. Dependency is not terminated when custody of child(ren) is transferred to another individual.</li><li>2. Documents required for DEP-In: Birth certificates, Marriage certificates, Divorce decrees (applicant's and spouse's).</li><li>3. Dependency Requirements<ol style="list-style-type: none"><li>a. Married Applicants may enlist with one dependent (that would be the spouse) and not require a waiver.</li><li>b. Prior Service Applicants reenlisting under continuous service (out less than 90 days, E-5 and above) are enlistment eligible regardless of number of dependents. For break in service of 91 days or more, E-5 and above, no waiver is required for 1 or 2 dependents. E-7 and above: No restrictions.</li></ol></li></ol>	
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<p>4. Custody – is a concept involving the duty of a person to care for, control and maintain another person. The exact nature of the duty is controlled by state law and varies somewhat from state to state. Most commonly, the persons involved are parent or child.</p> <ul style="list-style-type: none"><li>a. In all cases where an applicant has been divorced and has children from the marriage, send divorce decree to MEPS for enlistment eligibility determination.</li><li>b. Single applicants with custody of children are not enlistment eligible.</li><li>c. Single applicants without physical custody may enlist if they have no more than one dependent (without a waiver). If they have three or more dependents, they are not eligible to enlist and no waivers are authorized.</li><li>d. Father of Child Born out of Wedlock. If the applicant does not have PHYSICAL custody of the child, he is eligible for enlistment. CNRC 00J will determine whether the applicant has physical custody based on court order establishing physical custody. Absent a court order, the applicant needs to provide a</li></ul>	
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handwritten statement detailing his relationship with the child.

H. Education

1. Tier I – High School Diploma Graduate (HSDG)  
There are several documents that may be used to verify Tier 1 status.
  - a. Diploma (Full size original). No wallet-sized diplomas.
  - b. Official High School Transcripts
  - c. Associates degree or higher or official college transcripts.
  - d. 15 semester, 22 quarter or 675 clock hours of post secondary education on an official transcript.
  - e. Adult or Continuation High School Diploma with official transcripts.
  - f. Home School Diploma
    - 1) Transcripts required
    - 2) 4.5 hours/day, 170 days/year
    - 3) Meet state mandated requirements

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<ul style="list-style-type: none"><li>g. National Guard Youth Challenge Program.</li><li>h. Job Corps</li><li>2. Tier II – High School Graduate (HSG) – High Performance Predictor Profile (HP3) procedures are required. All verification documents for HSGs must be accompanied by Transcripts and NAVCRUIT 1133/51.<ul style="list-style-type: none"><li>a. GED</li><li>b. Alternative Credentials</li></ul></li><li>3. Tier III – Non-Grad – No Credentials<ul style="list-style-type: none"><li>a. HP3 procedures required</li><li>b. 1133/51 is not required</li><li>c. Minimum age is 19 or 18 with CO NRD age waiver (note: This is the only HP3 waiver CO, NRD may grant. All other HP3 waivers must go to Region.)</li><li>d. Minimum AFQT is 50</li><li>e. CO must screen all HP3 applicants on waiver brief sheet (Q-W-K)</li></ul></li></ul>	
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<ul style="list-style-type: none"><li>f. Police record checks and references are required</li><li>g. DEP PQS and PFT required</li><li>h. Must spend a minimum of 90 calendar days in Delayed Entry Program prior to shipping.</li></ul> <p>4. Education Services Specialist (ESS)</p> <ul style="list-style-type: none"><li>a. ESS is functional expert on all matters relating to education, tier level placement and tier level evaluation.</li><li>b. Document foreign education determinations.</li></ul> <p>I. Armed Services Vocational Aptitude Battery (ASVAB)</p> <ul style="list-style-type: none"><li>1. Minimum AFQT for HSDG is 35. Non-HSDG is 50.</li><li>2. Prior Service<ul style="list-style-type: none"><li>a. NAVETs: Do not need to retest if they are keeping the same job they got out with (Non-PRISE III)</li><li>b. NAVET PRISE III and OSVETs require a minimum AFQT of 35 and must meet test score requirements.</li></ul></li></ul>	
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3. Retest Policy: First and second retest require a one calendar month waiting period. Third and subsequent tests must wait six calendar months.

J. Medical

1. Physical Exams are valid for two years.

2. NAVETs may use their separation physical if it is less than ONE year old.

3. Valid physicals older than 31 days require an “inspection” prior to DEP or shipping.

4. DD Form 2807-2: Medical pre-screening form completed with the recruiter prior to going to MEPS.

5. Questionable conditions are referred to CMO as paper evaluation.

6. 17-year olds require parental consent.

7. Drugs and Alcohol – This information usually comes from the applicant, but additional disclosures may be obtained from police records, MEPS administered DAT and Navy administered NIDT.

8. MEPS Drug and Alcohol Test (DAT):

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<p>a. First positive test waiting period:</p> <ul style="list-style-type: none"><li>1) Marijuana retest on 46<sup>th</sup> day</li><li>2) Alcohol retest on 46<sup>th</sup> day</li><li>3) Cocaine retest after 12 months</li></ul> <p>b. Second positive test waiting period:</p> <ul style="list-style-type: none"><li>1) Marijuana retest after 2 years</li><li>2) Alcohol retest after 2 years</li><li>3) Cocaine retest after 2 years</li></ul> <p>c. Use of marijuana is not disqualifying unless used within 45 days of shipping. Use of any drug within 1 year (except marijuana and LSD) is disqualifying. LSD use within 2 years is disqualifying.</p> <p>d. Drug trafficking is an automatic disqualification.</p> <p>e. No history of physical or psychological dependency on any drug or alcohol. Applicants who were admitted to a treatment facility as juveniles may fall under this category.</p> <p>f. May not have been convicted of more than one alcohol-related offense.</p> <p>K. Civil (Matrix in CRUITMAN)</p>	
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<ol style="list-style-type: none"><li>1. For eligibility purposes, consider conviction, adverse adjudication and pre-trial deferment only. List all charges regardless of disposition on EPSQ.</li><li>2. State classifications of charges take precedence over CRUITMAN Charts.</li></ol>	
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