**Young Marine Promotion Checklist and Request**

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

 **YM Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Current Rank** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Do I have all required PO's and EO's signed off on YES/NO

 Do I have all DDR Hours up to date for all quarters YES/NO

 How many hours of Community Service Hours in last 6 months \_\_\_\_\_\_\_\_\_\_\_total hours

 How many total number of unexcused absences in last 6 months \_\_\_\_\_\_\_\_\_\_

 Have I attended at least 85-90% of weekly drill attendance in last 6 months YES/NO

Have I earned required ribbons (if required) YES/NO

Billets successfully carried in last 6 months\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Necessary Exam passed with score of \_\_\_\_\_\_\_\_\_\_(if required)

 Board passed on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 I certify that the above information is correct to the best of my knowledge and

 I therefore request a promotion from my \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(current rank)

 to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(promoted rank).

 Please give an example of why you deserve a promotion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Respectfully Submitted

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Young Marine Signature

Received by Executive Officer on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)