

DEPARTMENT OF HOMELAND SECURITY
U.S. Coast Guard

OMB No. 1625-0040
Exp. Date: 01/31/2016

APPLICATION FOR MERCHANT MARINER CREDENTIAL (MMC)

----- Instructions -----

Remove Instructions before submitting Application

Who must submit this form?

Applicants seeking a Merchant Mariner Credential (MMC), whether original, renewal, duplicate, raise of grade, or a new endorsement on a previously issued MMC.

Instruction: See Figure 1 (*additional requirements*) on the last page of these instructions for further guidance regarding information you may be required to submit with the application. Attach additional sheets if you cannot fit all information in a block.

Section I: Personal Data

- I.1 **Legal Name** - Enter complete legal name. Include any aliases you have used and your maiden or prior name(s).
- I.2a **Social Security Number** - If you are applying for an original credential, enter your SSN.
- I.2b **Reference Number** - If you have been credentialed by the Coast Guard in the past, enter your reference number.
- I.2c **Alien Registration Number** - If you are a legal alien, also enter your alien registration number (ARN).
- I.3 **Date of Birth** - If applicant is under 18 years of age, notarized statement from legal guardian is required. Attach a notarized statement, signed by a parent or legal guardian, authorizing the Coast Guard to issue a credential.
- I.4 **Citizen** - If not a U.S. citizen, please indicate country of nationality.
- I.5a-c **Place of Birth** - City, State, Country. If born outside the United States, leave State blank.

Section I: Mariner Contact Information (*Please indicate best method(s) of contact by checking the appropriate box(es).*) (*If NMC is unable to contact you, it could cause delays in processing your application.*)

- I.6a **Home Address** - Principle place of residence. **PO Box is NOT acceptable.**
- I.6b **Delivery/Mailing Address** - The address to which you want all correspondence and issued credentials sent. If blank, correspondence and credentials will be sent to the Home Address.
- I.6c **Primary Phone Number** - Provide a primary phone number.
- I.6d **Alternate Phone Number** - Provide an alternate phone number if available.
- I.6e **E-mail Address** - The NMC may attempt to contact you via e-mail. You will receive automated e-mail updates regarding the status of your application.
- I.6f **Other** - Please provide additional means of communicating with you (*satellite phone, work phone, etc.*) if available.

Next of Kin/Emergency Contact: (*Check the box for preferred contact method*)

- I.7a **Next of Kin/Emergency Contact** - Name & Mailing Address, City, State, Zip Code
- I.7b **Relationship** - Provide relationship status to next of kin listed on application. (*i.e. Mother, Father, Spouse*)
- I.7c **Primary Phone Number** - Phone number to contact the person listed in the event of an emergency.
- I.7d **Alternate Phone Number** - Provide a cellular phone number, if available.
- I.7e **E-mail Address** - Provide an e-mail address for Next of Kin listed.

Section II: Requested Coast Guard Credential(s)

Transaction Type - Place a check in the box for each transaction type that applies.

Original - An applicant must apply for an original MMC if they have never held any Coast Guard issued credential or if the first credential issued to applicant after their previous credential was revoked pursuant to 46 CFR Part 10. Complete the application and ensure all mandatory documents are contained with application.

Renewal - A credential may be renewed at any time during its validity and for one year after expiration; you must be qualified to renew all Domestic /STCW Officer and Rating endorsements to receive a new five year expiration date. An MMC renewal-only transaction will automatically be issued with a date that coincides with the expiration date of your previous credential or a date that is 8-months from the time the Coast Guard accepted your application, whichever is sooner. Page 4, Section II of this form provides you the opportunity to decline this post-dating feature and receive your MMC immediately.

Duplicate - In the event of a lost credential, a statement describing the circumstances of the loss must be submitted with the application. The duplicate will have the same authority, wording and expiration date as the lost credential. If a person loses a credential by shipwreck or other casualty that causes damage to a ship, a duplicate will be issued free of charge as per 46 CFR Part 10. If a person loses a credential by other means and applies for a duplicate, the appropriate fee set out in 46 CFR Part 10 must be paid. No application from an alien for a duplicate credential will be accepted unless the alien complies with the requirements of 46 CFR.

Raise of Grade or New Endorsement - Is defined as an increase in the level of authority and responsibility associated with an officer or rating endorsement. You must first hold an MMC before an endorsement is issued for a Raise of Grade and/or Increase in Scope (e.g. *Raise of Grade of 3rd mate to 2nd mate will not change the expiration date unless specifically requested and renewal requirements are met for all other endorsements on MMC*).

Increase in Scope - Increase in scope may include a change in horsepower, propulsion or tonnage limitations, or geographic route restrictions. You must first hold an MMC before an endorsement is issued for a Raise of Grade and/or Increase in Scope. Endorsements maintain the same expiration date as the credential being endorsed.

Document of Continuity - Documents of continuity do not expire, do not require medical or security evaluations, and do not require fees. They are a record of competencies previously held and do not authorize the holder to sail in any capacity listed thereon.

Description of MMC or Endorsement Desired - All Mariners will receive a single Merchant Mariner Credential. Describe all capacities and limitations both domestic and STCW including tonnage, waters, propulsion mode, horsepower, ratings (*Ordinary Seaman, Able Seaman, QMED-Oiler, etc.*), purser, doctor, radio operator, continuity, etc.

NOTE: Entry Level Ratings - There are no professional requirements needed when applying for entry level credential. Ratings may include Ordinary Seaman, Wiper, and/or Stewards Department / Stewards Department (*Food Handler - F.H.*). Per 46 CFR Part 10, applicants requesting Stewards Department (F.H.) will be required to submit a statement attesting applicant is free from communicable disease

Section III: Safety and Suitability

III. 1 **TWIC Information:** Unless specifically exempted, the Coast Guard must have evidence that you hold a valid TWIC or, for original applicants, that you have enrolled for a TWIC and are awaiting the results. With the exception of applicants for Documents of Continuity, no mariner credential will be issued until the Coast Guard receives information from the TSA that you are currently or have previously been approved to hold a TWIC.

Exemptions from holding a valid TWIC:

- a. Mariners applying for a Document of Continuity are not required to enroll for a TWIC.
- b. Mariners who are inactive or not operating under the authority of their credential. This exemption will cease to exist if the mariner subsequently chooses to work under the authority of their credential.
- c. Mariners who serve on vessels that are not required to have a vessel security plan. These vessels include:
 - i. Uninspected passenger vessels of less than 100 gross register tons (GRT); and
 - ii. Vessels inspected under subchapter T of Title 46 Code of Federal Regulations, except those on international voyages; and
 - iii. Towing vessels not involved in towing barges inspected under 46 CFR subchapters D, I or O; and
 - iv. Towing vessels involved in fleeting, docking, or ship assist as excepted in Title 33 CFR, Section 104.105(a)(11).

This exemption will cease to exist if the mariner subsequently chooses to work under the authority of their credential on vessels not specifically exempted

III. 2a-e **Convictions and Drug Use**

Has applicant used dangerous drugs, including marijuana within the past 10 years? Check YES or No. Applicant must provide evidence of having passed a chemical test for dangerous drugs or qualify for an exemption from testing as per 46 CFR. Original applicants are required to list all convictions. Conviction means that the applicant for a merchant mariner credential has been found guilty, by judgment or plea by a court of record of the United States, the District of Columbia, any State, territory, or possession of the United States, a foreign country, or a military court, of a criminal felony or misdemeanor or of an offense described in section 205 of the National Driver Register Act of 1982, as amended (49 U.S.C. 30304). If an applicant pleads guilty or no contest, is granted deferred adjudication, or is required by the court to attend classes, make contributions of time or money, receive treatment, submit to any manner of probation or supervision, or forgo appeal of a trial court's conviction, then the Coast Guard will consider the applicant to have received a conviction. A later expungement of the conviction will not negate a conviction unless the Coast Guard is satisfied that the expungement is based upon a showing that the court's earlier conviction was in error. If you are unsure what you previously reported, you are encouraged to provide a complete list of all convictions. Failure to report convictions will delay your credential and may result in denial.

III.3 **National Driver Registry (NDR):** No MMC will be issued as an original or reissued with a new expiration date, and no new officer endorsement will be issued, unless the applicant consents to an NDR check as per 46 USC 7505.

Section IV: Mariner's Consent/Certification

IV.1 **Mariner Outreach System (MOS):** This is an optional program. Applicant will need to select whether Yes, they would like to participate, or No, they do not wish to participate in the Mariner Outreach System, by selecting either of the check boxes.

IV.2 **Continuity:** Credentials issued for continuity purposes are not valid for use.

IV.3 **Consent:** Applicants under the age of 18 must attach a notarized statement of parental/guardian consent.

IV.4 **Third Party Release:** If you want the NMC to be able to discuss, release, or receive information/documents regarding your credential application with a third party (*spouse, employer, school, union, etc.*) you must provide specific guidance to the NMC regarding what issues we may discuss and with whom. You may allow release of all information to certain individuals or entities. If you limit the release of certain information you must be specific by making a selection on the application or by attaching additional documentation. For each selection made, ensure the Name of the Organization or Third Party, Organization Point of Contact (*if applicable*), Address and Phone Number is completed. If you wish to provide multiple Third Party Releases, attach additional pages as needed. A sample may be found on the NMC website: <http://www.uscg.mil/nmc/>.

IV.5 **Certification:** Applicant certifies that the information provided is true and correct. Every person who applies for an original MMC must first take an oath. The applicant must sign and date the application stating they have taken the oath. Failure to sign will result in the application being returned. Per 46 CFR 10.225(c), an oath may be administered by any Coast Guard designated individual or any person legally permitted to administer oaths in the jurisdiction where the person taking the oath resides.

IV.6 **Signature and Date:** Failure to sign and date the application will result in the application being returned.

Figure 1:

Attachment to Include:	Endorsement Categories and Transaction Types								
The following attachments are required for transactions to the right.	Original Entry Level Rating Endorsement	Qualified Original Rating Endorsement	Original Officer Endorsement	Renewal	Duplicate	Raise of Grade/New Endorsement	USRP Endorsement (see note)	Doc. Of Continuity	Certificate of Registry (Original)
Statement of Loss (<i>Duplicate</i>) 46 CFR 10.229(a)					<input type="checkbox"/>				
User Fees: Copy of Receipt from www.pay.gov 46 CFR 10.219(a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Oath (<i>For original only</i>) 46 CFR 10.225(c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Complete Physical CG 719K (Last 12 Months) 46 CFR 10.215		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>		
Complete Physical CG 719K (<i>Approved Last 36 Months</i>) 46 CFR 10.215						<input type="checkbox"/>			
Complete Physical CG 719K/E (<i>Last 12 Months, Entry Level Applicants Only</i>) 46 CFR 10.215	<input type="checkbox"/>			<input type="checkbox"/>					<input type="checkbox"/>
Drug Screen 46 CFR 10.225(b)(5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Copy of All Current Credential(s)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sea Service 46 CFR Parts 10, 11, 12 and 13		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> *		<input type="checkbox"/>	<input type="checkbox"/> **		<input type="checkbox"/>
Notarized Statement from Legal Guardian for Applicants < 18 YOA 46 CFR 11.201(e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	

* A pilot association letter of attestation will be accepted for First Class Pilots.

** Sea Service minimum for USRP Endorsement: 24 months licensed service aboard vessel of 4,000 GRT (incl waters navigated: oceans; coastal; inland lakes, bays and sounds; rivers; and Great Lakes) Include Vessel name, Official Number/State Registration Number, GRT, Waters Navigated, Licensed Position, Dates Served on Vessel, and Number of Total days served.

NOTE: When ONLY applying for an original or renewal of a USRP endorsement, scan completed application along with any additional supporting documentation and email to GreatLakesPilotage@uscg.mil or send via regular mail to:

Commandant (CG-WWM-2)
ATTN: Great Lakes Pilotage Division
U.S. Coast Guard: Stop 7509
2703 Martin Luther King Jr. Ave., SE
Washington, DC 20593-7509

**Any questions or for assistance, contact NMC Customer Service Center: 1-888-IASKNMC
(1-888-427-5662) or http://www.uscg.mil/nmc/contact_iasknmc.asp**

DEPARTMENT OF HOMELAND SECURITY
U.S. Coast Guard

OMB No. 1625-0040
Exp. Date: 01/31/2016

APPLICATION FOR MERCHANT MARINER CREDENTIAL (MMC)

Section I: Personal Data

1. Legal Name: Last	First Name	Middle Name	Suffix (<i>Jr., Sr., III</i>)	Alias(es) or Maiden Name(s) if applicable
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2a. SSN (<i>for Original only</i>)	2b. Reference Number (<i>if applicable</i>)	2c. Alien Registration Number (ARN) (<i>if applicable</i>)	3. Date of Birth (MM/DD/YYYY)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Citizenship/Nationality	5a. Place of Birth (<i>City</i>)	5b. State	5c. Country	5d. Color of Eyes	5e. Color of Hair
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Mariner Information (*Please indicate best method(s) of contact by checking the appropriate box(es).*)

6a. Home Address (<i>PO Box NOT acceptable</i>) <input type="checkbox"/>		6c. Primary Phone Number <input type="checkbox"/>	
Street Address <input type="text"/>		<input type="text"/>	
City	State	Zip Code	6d. Alternate Phone Number <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6b. Delivery/Mailing Address, if different (<i>PO Box acceptable</i>) <input type="checkbox"/>		6e. E-mail Address <input type="checkbox"/>	
Street Address <input type="text"/>		<input type="text"/>	
City	State	Zip Code	6f. Other <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Next of Kin/Emergency Contact (*Please indicate best method(s) of contact by checking the appropriate box(es).*) (Optional)

<input type="checkbox"/> 7a. Name & Mailing Address, City, State, Zip Code Same address as above		7b. Relationship (<i>Optional</i>) <input type="checkbox"/>	
Street Address <input type="text"/>		<input type="text"/>	
City		7c. Primary Phone Number (<i>Optional</i>) <input type="checkbox"/>	
<input type="text"/>		<input type="text"/>	
State		7d. Alternate Phone Number (<i>Optional</i>) <input type="checkbox"/>	
<input type="text"/>		<input type="text"/>	
Zip Code		7e. E-mail Address (<i>Optional</i>) <input type="checkbox"/>	
<input type="text"/>		<input type="text"/>	

**Section II: Requested Coast Guard Credential(s)
Credential or Endorsement Type(s) Requested:**

Endorsement Category	Transaction Type (<i>Check all that apply: See instructions for definitions and additional requirements for the transaction below</i>)					
	Original	Renewal	Duplicate	Raise of Grade, New Endorsement or Increase in Scope	Certificate of Registry	Document of Continuity
Officer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Qualified Rating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Entry Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
STCW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Description of Endorsement(s) Desired: Include all appropriate information - Officer (*i.e. Deck - Master/Mate/Propulsion/Tonnage/Route/United States Registered Pilot OR Engineer Grade - 3rd AE; DDE/Propulsion/Horsepower*) Ratings (*i.e.: Able Seaman, Tankerman, QMED, Lifeboatman*) (**Please Print**)

☐ FOR RENEWAL TRANSACTIONS ONLY: I request to have my merchant mariner credential (MMC) issued immediately and decline having its issuance coincide with my previous credentials expiration date.

DEPARTMENT OF HOMELAND SECURITY
U.S. Coast Guard

OMB No. 1625-0040
Exp. Date: 01/31/2016

APPLICATION FOR MERCHANT MARINER CREDENTIAL (MMC)

Section III: Safety and Suitability

☐ 1. Transportation Worker's Identification Credential (TWIC) - I have previously enrolled for a TWIC with TSA and I am exempt from holding a valid TWIC under Coast Guard Policy Letter 11-15. I understand that a name based safety and suitability check could significantly delay the processing of my Merchant Mariner Credential Application.

2. Convictions and Drug Use (*NOT PREVIOUSLY DISCLOSED*): If you answer Yes to ANY of the below questions complete the CG-719C or its equivalent for each question marked "Yes"

- a) Have you ever been a user of/or addicted to a dangerous drug, including marijuana, within the last 10 years? ☐ Yes ☐ No
- b) Have you ever been convicted of violating a dangerous drug law of the United States, District of Columbia, or any state, or territory of the United States? ☐ Yes ☐ No
- c) Have you ever been convicted by any court-including military court - for an offence other than a minor traffic violation? ☐ Yes ☐ No
- d) Have you ever been convicted of a traffic infraction arising in a connection with a fatal traffic accident, reckless driving or racing on a highway or operating a motor vehicle while under the influence of, or impaired by, alcohol or a controlled substance? ☐ Yes ☐ No
- e) Have you ever had your driver's license revoked or suspended for refusing to submit to an alcohol or drug test? ☐ Yes ☐ No
- f) Have you had a drug test with a result other than negative within the last 10-years? ☐ Yes ☐ No

☐ 3. National Driver Registry (NDR) (**Mandatory for Original, Renewal, or new Officer Endorsement**): I authorize the National Driver Registry to furnish the U.S. Coast Guard (USCG) information pertaining to my driving record. This consent constitutes authorization for a single access to the information contained in the NDR to verify information provided in this application. **NOTE: Not required for Document of Continuity applicants.**

I understand the USCG will make the information received from the NDR available to me for review and written comment prior to disapproving my application or taking any action against my Merchant mariner's Credential. Authority: 46 U.S.C. 710(g), 46 U.S.C. 7302(c), and 46 U.S.C. 7505.

Section IV: Mariner's Consent/Certification

1. Mariner Outreach System (MOS) (**Optional**): I consent to voluntary participation in the Mariner Outreach System to be used by the Maritime Administration (MARAD) in the event of a national emergency or sealift crisis. In such an emergency, MARAD would disseminate my contact information to an appropriate maritime employment office to determine my availability for possible employment on a sealift vessel. Once consent is given, it remains effective until revoked either by subsequent application or by sending a signed notice or revocation to the U.S. Coast Guard National Maritime Center, 100 Forbes Dr., Martinsburg, WV 25404. For more information on MOS, please visit <https://mos.marad.dot.gov/>.

☐ Yes, I would like to participate ☐ No thanks, I do not wish to participate at this time

☐ 2. I understand that a Document of Continuity is not valid for use in accordance with 46 CFR 10.227 (e)(2)(ii) and aware of the requirements to obtain an MMC.

☐ 3. I am under 18 years of age and a notarized statement of parental/guardian consent is attached.

4. Third Party (*Optional*)

* By checking the following boxes, I am authorizing release of information to the third party as indicated below. If a selection is made, please provide the Name of the Organization or Third Party, Address, and Phone Number. Additional Third Party release information can be attached separately.

☐ 4a. Safety and Suitability

Name of Organization or Third Party

Organization Point of Contact (*if applicable*)

☐ 4b. Professional qualifications, certification records, or Sea Service

Street Address

☐ 4c. Merchant Mariner Credential Delivery

City

State

Zip Code

☐ 4d. Act on my behalf in all matters pertaining to the processing of my current USCG credential application.

Phone Number

5. Certification

My signature below attests that:

- All information on this application is true and correct to the best of my knowledge.
- I understand an application determined to be fraudulent may result in the denial of my application for one year from the date of submission, even if the fraudulent information was not by itself cause for denial or prosecution.
- If registered as a U.S. Registered Pilot, I will obey all application regulations of the Secretary of Homeland Security, the U.S. Coast Guard and of any other Federal Agency; and that I will be continuously available for service when required on those waters of the Great Lakes for which registered.
- I consent to a check of the National Driver Registry related to my driving history, including motor vehicle convictions involving alcohol or controlled substances; and any traffic violations in connection with a fatal traffic accident, reckless driving or racing.
- I understand that by checking boxes 4a - 4d in Section IV, I authorize release of information to the third party indicated until issuance of a MMC or until Agency final action is made.
- I do solemnly swear or affirm that I will faithfully and honestly, according to my best skill and judgment, and without concealment and reservation, perform all the duties required of me by the laws of the United States. I will faithfully and honestly carry out the lawful orders of my superior officers aboard a vessel.

DEPARTMENT OF HOMELAND SECURITY
U.S. Coast Guard

OMB No. 1625-0040
Exp. Date: 01/31/2016

APPLICATION FOR MERCHANT MARINER CREDENTIAL (MMC)

Section IV: Mariner's Consent/Certification (continued)

6. Applicant's Signature

Signature of Applicant

X

Date (MM/DD/YYYY)

Signature of an individual authorized to administer the Oath

X

Date (MM/DD/YYYY)

PRIVACY ACT STATEMENT

Authority: 5 U.S.C. 301; 14 U.S.C. 632; 46 U.S.C. 2103, 7101, 7302, 7305, 7313, 7314, 7316, 7317, 7319, 7502, 7701, 8701, 8703, 9102; 46 C.F.R. 12.02; 49 C.F.R. 1.45, 1.46

Purpose: The principal purpose for which this information will be used is to determine domestic and international qualifications for the issuance of merchant mariner credentials. This includes establishing eligibility of a merchant mariner's credential, duplicate credentials, or additional endorsements issued by the Coast Guard and establishing and maintaining continuous records of the person's documentation transactions.

Routine Uses: The information will be used by authorized Coast Guard personnel with a need to know the information to determine whether an applicant is a safe and suitable person who is capable of performing the duties of the Merchant Mariner. The information will not be shared outside of DHS except in accordance with the provisions of DHS/USCG-030 Merchant Seamen's Records System of Records, 74 FR 30308 (June 25, 2009).

Disclosure: Furnishing this information (including your SSN) is voluntary; however, failure to furnish the requested information may result in non-issuance of the requested credential.

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The United States Coast Guard estimates that the average burden for this report is 9 minutes. You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: Commanding Officer, U.S. Coast Guard National Maritime Center, 100 Forbes Dr., Martinsburg, WV 25404 or Office Of Management and Budget, Paperwork Reduction Project (1625-0040), Washington, DC 20503.