

Reverse of CG-3303 (Rev. 9-71)

INSTRUCTIONS

- 1. Prepare in duplicate.** Retain original and duplicate in service record until separated from the Coast Guard. In case of immediate reenlistment, transfer original to new service record and forward duplicate with closed out service record to Commandant (PE). If individual does not immediately reenlist, the original copy shall be securely stapled to the individual's copy of Report of Separation from the Armed Forces of the United States (DD 214) and the individual notified that he should retain this page and present it with his discharge certificate should he desire to reenlist at any time either in the Regular Coast Guard or in the Coast Guard Reserve.
- 2. ITEM 1.** Enter, as occurring, any changes in rate and acquirement of a designator and/or mechanical skill, such as completion of propeller (aviation), carburetor (aviation), refrigeration training.

- 3. ITEM 2.** Enter date of receipt of all medals and awards received during current and/or prior period of service.
- 4. ITEM 3.** School commands will complete upon graduation or disenrollment from a service school.
- 5. ITEM 4.** Complete all entries as soon as practicable after enlistment. A man who has reached E-4 and has no test scores in his records, and no apparent future need for them exists, need not be examined solely for the purpose of recording such scores.
- 6. ITEM 5.** To be completed when an individual completes Coast Guard Institute Courses.
- 7. ITEM 6.** To be completed when an individual completes an USAFI, Navy, or Civilian Institution correspondence course, or an off-duty residence course.

REMARKS