



Prospect Questionnaire Instructions



Privacy Act Statement

AUTHORITY: 10 U.S.C. §§ 504, 1475-1480; 14 U.S.C. §§ 211, 350, 632; Homeland Security Presidential Directive (HSPD) 12; Executive Order 9397.

PURPOSE: To identify and process individuals interested in applying for enlistment or commission in the United States Coast Guard (CG) or CG Reserve.

ROUTINE USES: Authorized CG personnel will use this information to assess an individual's interest for enlistment and/or commissioning, to screen qualified applicants, and to initiate pay and benefits for new members. Any external disclosures of data within this record will be made in accordance with DHS/USCG-014, Military Pay and Personnel System of Records, 76 Federal Register 66,933, October 28, 2011.

DISCLOSURE: Disclosure is voluntary. However, failure to provide requested information may result in not being contacted by a recruiter and ultimately, prohibit enlistment or commissioning.

Paperwork Reduction Act Statement

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 Coast Guard estimates that the average burden to complete this form is 30 minutes.

You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: Commanding Officer, Coast Guard Recruiting Command, 2703 Martin Luther King Jr. Ave SE, Washington, DC 20593-7419 or Office of Management and Budget, Paperwork Reduction Project (1625-new), Washington DC 20503.

Instructions

- Complete the Prospect Questionnaire and return to a recruiter via mail, fax, or in person (please **do not email this form to your recruiter**). Locate your local recruiting office via our Find A Recruiter link: <http://www.gocoastguard.com/about-us/find-recruiter>.
- Complete the form completely and honestly. The Coast Guard uses a whole-person concept when evaluating eligibility. While the Coast Guard has some standards that cannot be waived, we can exercise discretion over others. However, intentionally inaccurate, omitted, or deceptive answers will likely prevent you from being accepted. You will be eventually subjected to a criminal background check, character check, and credit check if you continue the application process.
- If you have any questions about completing this form, contact your local recruiting office or an online recruiter. See www.GoCoastGuard.com.

Contact Details and Interest

1. **Date Form Completed:** Self-explanatory.
2. **Name:** Full legal name. If no maiden name, leave blank or write N/A (not applicable).
3. **Current Address:** Self-explanatory.
4. **Email Address:** Enter primary email address, if applicable.
5. **Phone Number:** Enter primary phone number, if applicable.
6. **How did you hear about us?** Select one of the follow answers or provide your own:
Billboard; Career Fair; CG Member; Direct Mail; Friend / Relative; Internet Search / Link; Radio Ad; TV Ad; Magazine / Newspaper Ad; Movie Theater Ad; News Story; Promotional Item; School Counselor; Other (Specify).
7. **Programs of Interest:** Select one of the following:
enlisted, officer, both, unsure.
8. **Component:** Select one of the following:
Part-Time (Reserve); Full-Time (Active-Duty); both; unsure.

Biographical Details

- 9. Citizenship Status:** Select one of the following:
U.S. Citizen – Native Born; U.S. Citizen – Naturalized; U.S. Citizen – Born abroad to U.S. Citizen; Lawful Permanent Resident; Non-Immigrant Foreign National; Immigrant Alien.
- 10. Social Security Number:** If no SSN, leave blank or write N/A (not applicable)
- 11. Alien Registration “Green Card” Number:** Include only if lawful permanent resident. If not, leave blank or write N/A (not applicable).
- 12. Ethnicity:** Select one of the following:
Hispanic or Latino / Latina; Not Hispanic or Latino / Latina
- 13. Race #1:** Select one of the following:
Alaska Native; American Indian; Asian; Black / African American; Multiple; Native Hawaiian; Other; Pacific Islander; White / Caucasian.
- 14. Race #2:** Same choices as Race #1. Select if applicable.
- 15. Birth Info:** Self-explanatory.
- 16. Marital Status:** Select one of the following:
Married; Never Married; Legally Separated; Divorced, Not Remarried; Annulled, Not Remarried; Widow / Widower.
- 17. Number of Dependent Children:** Number of children legally dependant on you for support.
- 18. Height / Weight / Hair Color / Eye Color:** Self-explanatory.
- 19. Education (Highest Attained):** Select one of the following:
In high school; in home school; high school graduate; GED or alt. credential; home school graduate; Some college; professional certificate; Associates Deg.; Bachelors Deg.; Masters Deg. or PH.D.; Other (Specify).
- 20. High School (Last Attended):** Self-explanatory.
- 21. School / Community Activity #1 & #2:** Clubs, sports, or organizations in which you were involved.
- 22. College (Current / Last Attended):** Self-explanatory.
- 23. Degree Type:** If applicable (earned or in progress), select the highest:
A.A.; A.A.S.; M.A.; M.S.; Ph.D.; M.D.; J.D. / LL.M; Other (Specify).
- 24. Current GPA (Most recent education):** GPA at most recent education level (on a 4.0 scale).
Note: A+ or >97% = 4.33; A or 93-96% = 4.00; A- or 89-92% = 3.67;
B+ or 87-88% = 3.33; B or 83-86% = 3.00; B- or 79-82% = 2.67;
C+ or 77-78% = 2.33; C or 73-76% = 2.00; C- or 69-72% = 1.67;
D+ or 67-68% = 1.33; D or 63-66% = 1.00; D- or 59-62% = 0.67;
- 25. Major (If applicable):** College major; highest attained or in progress.
- 26. Current Education Status:** Select one of the following:
Not in school nor pursuing a degree; In school or pursuing a degree
- 27. Current Employment Status:** Select one of the following:
Employed – Full Time; Employed – Part Time; Not Employed.
- 28. Number of College Credits:** Self-explanatory.
- 29. Total Year of Education (including High School):** Years spent in school.
- 30. Driver’s License - Number, State, Expiration:** Self-explanatory. If no license, leave blank or write N/A.
- 31. Selective Service Number:** For men only. Obtain your number at www.sss.gov.

Military and ASVAB Information

- 32. Have you ever talked to a Coast Guard Recruiter:** Select either *Yes; No*.
- 33. If yes, where and where:** If applicable, give approximate date you spoke with a Coast Guard recruiter and which recruiting office.
- 34. Have you served or are you currently serving in another military branch:** Select either *Yes; No*.
- 35. Branch:** If you have served or are serving, select one of the following:
Coast Guard; Army; Navy; Air Force; Marines; Nat’l Guard; Foreign Military; N/A.
- 36. Component:** If you have served or are serving, select one of the following:
Active Duty; Reserve; Both; N/A.
- 37. Remaining Service Obligation:** Enter only if currently serving in a military branch.
- 38. Anticipated Separation Date:** Enter only if currently serving in a military branch.
- 39. Date of Separation Date:** Enter only if you have been discharged from service in a military branch.

- 40. Type of Discharge / Character of Service:** If you have been discharged from service in a military branch, select one of the following:
Honorable; General; Other than Honorable; Bad Conduct; Dishonorable.
- 41. RE Code:** If you have been discharged from military service, enter the reenlistment code from your DD-214.
- 42. Pay Grade at Separation:** If you have been discharged from service in a military branch, enter in your pay grade at discharge (for example: E-3, W-2, or O-4).
- 43. Time in Service:** Enter in total time in service, if you have served or are serving in the military.
- 44. Highest Pay Grade Achieved:** If you have served or are serving in the military, enter the highest pay grade at which you served (for example: E-3, W-2, or O-4).
- 45. Rate / MOS / Job:** If you have served or are serving in the military, describe your assignment (for example: Surface warfare, medic, cook, boatswain's mate). Use plain language to describe.
- 46. Have you ever been rejected from joining another military service:** Select either *Yes; No.*
- 47. If yes, which branch, what was the reason, and where did it happen:** Provide the branch that rejected you for service, the reason they gave for the rejection, and where the recruiting office was.
- 48. ASVAB Test:** If you have taken an ASVAB, enter in the test details.

Additional Background Information

- 49. Have you ever been arrested, charged, or convicted of a crime:** Enter in all arrest, charges, or convictions. Include the reason, whether you were convicted, and when this occurred.
- 50. Have you had any traffic tickets in the last 5 years:** Enter in all traffic tickets, parking tickets, traffic violations, or other similar offenses. Enter in any DUI/DWI offenses. Describe the ticket, whether you were convicted, and when this occurred.
- 51. Do you have any legal action pending:** Enter in any expected, pending, or ongoing legal action, including lawsuits, other court cases, child support or custody adjudications, etc. Describe which, if any, are ongoing.
- 52. Have you ever used, possessed, or experimented with illegal drugs:** Include all illegal drug use, including marijuana. List the substances, how often used, and when last used.
- 53. Do you have any tattoos, piercings, gages, brandings, or mutilations:** List any of these and describe their appearance, size, and location.
- 54. Finances: Have you had any of the Following:** Self-explanatory.
- 55. List all debts:** Self-explanatory.
- 56. Do you object to carrying firearms / weapons to perform Coast Guard Duties:** Select *Yes; No; Unsure.*
- 57. Do you have any religious or other beliefs that prevent you from being available for duty 24/7:** Select *Yes; No; Unsure.*
- 58. Are you afraid of the water:** Self-explanatory.
- 59. Rate your swimming ability:** Select: *Can't Swim; Weak; Moderate; Strong.*
- 60. Have you participated in any of the following activities:** Select all that apply.

Medical Information

- 61. Please list any current or past medical conditions:** List all conditions (such as orthopedic, mental health, surgeries, allergies, or asthma) and any prescription medications you have taken. For past conditions, please provide estimated dates.

Optional Additional Explanations

- 62.** Use this space to complete responses that could not fit in the space given in the main part of the form. Indicate which questions you are explaining.



United States Coast Guard Prospect Questionnaire



Please fill out this form and return to your local recruiting office via mail or fax (please **do not email this form to your recruiter**). Locate your local recruiting office via our Find A Recruiter link: <http://www.GoCoastGuard.com/about-us/find-recruiter> (**do not email this form to your recruiter**).

You may also deliver this form in person to your local recruiting office, but please call ahead to make sure a recruiter will be available.

Date form completed:

Contact Details and Interest

Name:	First:	Middle:	Last:	Maiden:		
Current Address:	Country:	Street Address (No PO Box):	City:	State:	Zip:	County:
Email Address:			Phone Number:			
How did you first hear about us?						
Programs of Interest:			Component:			

Biographical Details

Citizenship Status:			Social Security Number:			
Alien Registration "Green Card" Number (Lawful Permanent Resident only):						
Ethnicity:		Race #1:		Race #2:		
Birth Info:	Date of Birth (mm/dd/yyyy):			Age:		Gender:
	Country:		State:	County:		City:
Marital Status (select one):			Number of Dependent Children:			
Height:		Weight (in lbs):		Hair Color:		Eye Color:
Education (Highest Attained):						
High School (Last Attended):						
School / Community Activity #1:			#2:			
College (current / last attended):				Degree Type:		
Current GPA (for most recent education):			Major (if applicable):			
Current Education Status:						
Current Employment Status:						
Number of College Credits:			Total Years of Education (including high school):			
Driver's License	Number:		State:		Expiration Date:	
Selective Service Number (males ages 18-26. To obtain a number, go to www.sss.gov):						

Military and ASVAB Information

Have you ever talked to a Coast Guard Recruiter?						
If yes, when and where?						
Have you served or are you currently serving in another military branch?			Branch:		Component:	
If Currently Serving:			If Discharged:			
Remaining Service Obligation:			Date of Separation:		Type of Discharge/Character of Service:	
Years:	Months:	Days:				
Anticipated Separation Date:			RE Code:		Pay Grade at Separation:	
Time in Service (prior or current service members)			Years:	Months:	Days:	
Highest Pay Grade Achieved:			Rate/MOS/Job (in layman's terms):			
Have you ever been rejected from joining another military service?						
If Yes, which branch (including Coast Guard), what was the reason, and where did it happen?						
ASVAB Test	Have you ever taken the ASVAB?			When:		Score:
	Location (name of School/MET Site/MEPS):				Branch for or N/A:	

Additional Background Information

Have you ever been arrested, charged, or convicted of a crime (whether as a juvenile or an adult), including cases which are expunged or pending?		If yes, please briefly explain. Include appx dates:	
Have you had any tickets in the last 5 years, including parking, traffic violations, sticker/registration violations, DUI/DWI, etc?		If yes, please list violations by type. Including appx dates:	
How Many:			
Do you have any legal action pending, including court cases, lawsuits, child support or custody adjudications, etc?		If yes, please explain:	
Have you ever used, possessed, or experimented with illegal drugs?	If yes, please list which substances:	How many times?	Appx Date Last Used?
Do you have any Tattoos, Piercings, Gages, Brandings or Mutilations?	If yes, please describe (include size, content, and location):		
Finances. Have you had any of the following:	Overdue/late payments or payments in collection (ex: phone, medical, etc):	Declared Bankruptcy?	Do you pay child support or alimony? How Much (per month):
List all debts. Include credit cards, car payment, mortgage, student loans, cell phone, etc.	List by company. Include what the debt is for, total owed, & monthly payment		
	1:		
	2:		
	3:		
	4:		
	5:		
6:			
Do you object to carrying firearms/weapons to perform Coast Guard duties?			
Do you have any religious or other beliefs prevent you from being available for duty 24/7?			
Are you afraid of the water?		Rate your swimming confidence:	
Have you participated in any of the following activities (select all that apply)?			
Boy Scouts	Girl Scouts	Sea Scouts	Police Explorers
Civil Air Patrol	Naval Sea Cadet Corps	Coast Guard Auxiliary	Sea Explorers
			ROTC/JROTC

Medical Information

Please list any current or past* chronic medical conditions (such as orthopedic, mental health, surgeries, allergies, or asthma) and any prescription medications you have taken. *For past conditions, please provide estimated dates.
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Recruiter Section

Recruiter Assigned:
Screening/Interview Date (and who if different from Assigned Recruiter):
Comments /
Notes:

PRIVACY ACT STATEMENT

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Optional Additional Explanations

You may use this space to explain any of the above answers more fully, if necessary.