

United States Marine Corps Officer Candidates School Preparation Guide



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CHAPTER 1

OFFICER CANDIDATES SCHOOL (OCS)

Introduction

The Officer Candidates School trains, evaluates, and screens qualified applicants to ensure they demonstrate the leadership, the mental and the physical qualities to be an Officer of Marines. The OCS staff is dedicated to making Marine Officers that possess the core values of honor, courage, and commitment to lead the Corps into the 21st Century.

In order to provide the Marine Corps with the quality leadership that our Marines deserve, candidates must display the ability to lead by example while under demanding conditions. The Corps is fully centered upon the responsibilities that accompany leadership in a combat environment. Your ability to function when fatigued, under stress, pressed by time constraints, and in unfamiliar situations will all be tested and evaluated. In order to complete Officer Candidates School, the OCS staff must ensure that you are mentally and physically prepared for the challenges that face our nation and her Marines. Candidates must understand that, in some cases, they will fail. How well you recover from failure, adapt, re-engage, and overcome these setbacks – respond in the face of adversity – is a key factor when determining if you have the ‘mettle’ to be a leader of Marines.

You do not have a right to be a U.S. Marine. To be an Officer of Marines is the consummate privilege, one that is never given, only earned. No amount of education, grade point average, or money can purchase it, it is an honor only validated by those young men and women you wish to lead.

The Candidate’s Goal

The goal of every Candidate is to become a Marine Officer. To achieve this goal, the Candidate must meet the “test” prescribed by the Marine Corps for its future leaders: OCS. Successful completion of OCS will be due in large measure to your own desire and determination to succeed. You must prepare yourself physically and mentally to exert an all-out effort to develop your capabilities and demonstrate your leadership potential. The goal is within your grasp, but is not easily achieved, nor is it worth anything less than a full personal commitment.

What Candidates Can Expect

Firmness

All Candidates are required to meet Marine Corps standards. Candidates can also expect to be held accountable for their actions.

Fair Evaluation

The evaluation will be both mentally and physically challenging. Each candidate is provided every opportunity to prove their potential, because OCS wants candidates to succeed.

Respect

Every Candidate is treated with respect because each candidate has volunteered to come to OCS. The acceptance of the challenge to prove themselves as leaders is the first step in earning their commission as Second Lieutenants of Marines.

Our Core Values

Honor

Guides Marines to exemplify the ultimate in ethical and moral behavior: never lie, cheat, or steal; abide by an uncompromising code of integrity; respect human dignity; and respect others. The qualities of maturity, dedication, trust, and dependability commit Marines to act responsibly; to be accountable for their actions; to fulfill their obligations; and to hold others accountable for their actions.

Courage

The mental, moral, and physical strength ingrained in Marines. It carries them through the challenges of combat and aids them in overcoming fear. It is the inner strength that enables a Marine to do what is right; to adhere to a higher standard of personal conduct; to lead by example; and to make tough decisions under stress and pressure.

Commitment

The spirit of determination and dedication found in Marines. It leads to the highest order of discipline for individuals and units. It is the ingredient that enables 24-hours a day dedication to Corps and country. It inspires the unrelenting determination to achieve a standard of excellence in every endeavor.

What It Takes To Succeed

A commitment to be a leader of Marines.

Mental and physical preparation (includes both strength and endurance).

Belief in yourself.

A clear understanding of the OCS program.

Understanding of OCS standards and expectations.

The ability to learn from mistakes.

The ability to progress from self to team.

Reporting In Procedures

When you arrive as a candidate you will be greeted by a staff member who will be evaluating you from the start. He or she will instruct you where to park or disembark. You will now begin the check-in process.

Below is a detailed list of what may also be required and an explanation in depth:

Candidates will report to OCS Admin. Bldg 2186 in appropriate (seasonal) civilian attire, between the hours of 0930-1400 (conditions permitting).

Appropriate candidate civilian attire consists of a collared shirt, trousers with a

belt* (if trousers contain belt loops), and dress shoes. (Candidates are required to have appropriate running shoes that fit properly; these will be required for wear as soon as you arrive so have them readily accessible.) Civilian attire will be clean, and pressed. It should be comfortable, but not expensive as candidates will wear that attire for 2-3 days. Military uniforms will be issued that week. Clothing with Commercial/Unit logos are **not** recommended. Prior-enlisted personnel reporting for training will wear civilian attire.

*Note - Belts are not required with the female stretch-trousers or trouser styles without belt loops.

Candidates who bring their own automobiles to OCS may use them on liberty at the staff's discretion.

All candidate attire will be inspected prior to, during, and upon return from liberty.

Although candidates eventually visit with family or friends on weekend liberty, they are not permitted to receive visitors during the week. Candidates will not have access to pay phones except on weekend liberty, or for verified emergencies. Liberty will be at the discretion of the Company Commander, usually on Saturdays, and will expire sometime on Sundays. Liberty is limited to the general Quantico vicinity. The Uniform Code of Military Justice applies to all candidates on or off base.

Candidates must bring basic toiletry items, including hygiene gear, a towel, a disposable razor, and soap, to sustain them through the first few days. In addition, each candidate will arrive at OCS with at least \$300 cash. This money will purchase the Small and Large Bag issues. Prior to being paid while at OCS, each candidate will also be required to purchase other items that they will need throughout the training cycle. Some items are different depending on the time of year you attend OCS. Although prior service Marines may already possess some of these items, each candidate will be required to purchase both the Small and Large bag issues.

Candidates in the OCC, PLC-Combined, and PLC (SR) programs will receive classes on the purchase and financing of uniforms during their stay at OCS. Prior-enlisted Marines will have the option of altering their Service Alpha uniform, provided it is in serviceable condition.

Prior enlisted Marines should not bring woodland utilities. Prior enlisted Marines can bring extra boot socks, green T-shirts, and PT shorts if they desire.

Candidates do not need/wear woodland utilities (old style). Each Company has been scheduled time at Cash Sales in order to ensure all candidates have their entire initial issue (4 pair woodland MARPAT utilities, 2 pair desert MARPAT utilities, and 2 pair tan boots). If candidates only have a partial issue, these items will be augmented in order to ensure all candidates have the necessary initial issue. Candidates who have been issued MARPAT utilities and the new tan

boots, but do not bring them will be charged for the replacement cost of those items. For more information call OCS Supply Admin: (703) 784-2904/2086.

Mail will be distributed at least once each day except on Sunday. The mailing address of candidates is:

Candidate Last name, First, MI.
___ Company, ___ Platoon
Officer Candidates School
2189 Elrod Avenue
Quantico, Virginia 22134-5033

Candidates are instructed to write home during the first few days of training to let a family member or friend know that they have arrived safely at OCS.

Candidates will bring all health, dental, and vaccination records they possess. Dental problems are a frequent cause of initial physical disqualification. Therefore it is important that candidates ensure they are not in need of dental work.

Certain Classes are authorized to drive to OCS (restricted to OCC, ECP, and NROTC candidates). Vehicles must be current on all registrations, state and or county plates/decals, and inspections. Quantico uses the current Virginia DMV guidelines, and the Military Police will tow any vehicles not in compliance with these standards (including out of state vehicles).

Candidates claiming dependents (spouse or child) will bring certified copies of their marriage certificate, divorce decree, birth certificates, and adoption papers. Married candidates will also bring a copy of their rental/mortgage agreement to justify housing reimbursement or BAH.

All clothing, baggage, and personal items, should be marked prior to reporting. Candidates will bring a rugged watch (shock and water resistant). Do not bring jewelry. All Candidates (male and female) should bring at least five (5) sets of underwear.

Female Candidates should also bring the following:

- Feminine hygiene items and Birth Control if applicable
 - *Note: Although it is not uncommon to have a reduced menstrual cycle or to stop menstruating (amenorrhea) while at OCS due to the physical nature of the training, amenorrhea is one of the three conditions present in the FEMALE ATHLETE TRIAD. Any female candidate that arrives and suspects that she may be pregnant should notify OCS Medical staff immediately.*
- Results of your latest pap smear results (if obtained within the last year)
- Bras, and hair related items

**Note: Female Candidates are not required to cut their hair. However, your hair must fit under headgear and not fall below the collar when in uniform. Styles are regulated and candidates should be able to prepare their hair in less than five minutes. Braided styles seem to work best, but no additional time will be allotted. See uniform regulations. Females may bring bobby pins, ponies, bands, gel etc. "Scrunchies", hair sticks, heavy aerosols, or clips that do not match your hair color, are not authorized.)*

A candidate's poor physical condition (being out of shape), new or certain preexisting injuries, and financial hardships, are common factors that immediately disqualify a candidate from training on the first few days of training. Good communication with your OSO before you arrive is essential to ensure you are properly prepared to attend OCS. Anyone initially disqualified for training for the above reasons will be ordered to return home (present command) and may not receive future consideration to attend OCS. Ensure you are properly prepared before you arrive. It is too late to begin physical preparation once you arrive.

OCS Evaluation Break Down

50% of the Officer Candidate's grade is based on leadership potential. The leadership grade is based on practical application throughout the course of instruction, classroom instruction and staff observation. Academics account for 25% of an Officer Candidate's overall grade at OCS. The Academics grade is calculated based on General Military Subjects, Tactics, and additional practical applications. Physical Training accounts for 25% of the overall grade and is based on several graded physical events.

Leadership

Leadership is vital to one's success at OCS. 50% of your evaluation at OCS is based on leadership. Leadership is intangible, it is not taught at any school. It is a discipline; something that one must be trained in. The United State Marine Corps offers the finest leadership training in the world.

The OCS leadership grade is based on practical application events, staff observation, and classroom instruction. Eleven classes are taught in the classroom. These formal periods of instruction include classes on fundamental and intermediate leadership (Core Values Classes) and classes on Marine Corps / Department of Defense policies.

Definition of Leadership (as defined in FMFM 1-0)

Leadership is the art of influencing men and women in such as way as to obtain their loyal obedience, confidence, respect, and loyal cooperation to accomplish the mission.

Leadership Opportunities

Leadership Billet Evaluation

Drill Evaluation

Leadership Reaction Course
Small Unit Leadership Evaluation I
Small Unit Leadership Evaluation II

Leadership Traits

Justice	Enthusiasm
Judgment	Bearing
Decisiveness	Unselfishness
Integrity	Courage
Dependability	Knowledge
Tact	Loyalty
Initiative	Endurance

Leadership Principles

- Be technically and tactically proficient.
- Know yourself and seek self-improvement.
- Know your Marines and look out for their welfare.
- Keep your Marines informed.
- Set the example.
- Ensure the task is understood, supervised and accomplished.
- Train your Marines as a team.
- Make sound and timely decisions.
- Develop a sense of responsibility in your subordinates.
- Employ your command in accordance with its capabilities.
- Take responsibility for your actions.

Indicators of Leadership

Morale

- The state of mind of the individual.
- How Marines feel about themselves and their job.
- Dependent upon attitude.

Esprit de Corps

- The loyalty to, pride in, and enthusiasm for a unit shown by its members.

Discipline

- The prompt obedience of orders, and in the absence thereof, the initiation of appropriate action.

Proficiency

- The technical, tactical, and physical ability to accomplish the mission.

Moral Leadership

- Professionalism – The quality that Marines invest in every task or duty with consistent competence, and with discipline of mind and spirit. The ability to confront challenges regardless of size, with determination to excel and drive for perfection.

Professionalism Traits:

Intelligence
Imagination
Initiative
Integrity
Perseverance
Commitment

Rifle Company Chain of Command

Company Commander
Platoon Commander
Squad Leader
Fire Team Leader
Rifleman

Academics

The General Military Subjects taught to Officer Candidates provide basic information to include Marine Corps History, Tactics, Operations and Organization, the M16A2 Service Rifle, Land Navigation and other Military Subjects. Officer Candidates are evaluated on this material through written exams and practical application.

Physical Training

The physical training program at OCS has been designed to teach, then test and evaluate, a very high level of physical fitness in a minimum amount of time. It is built on the principles, which will test physical courage, will power and determination, while preparing you for the rigors of future Marine Corps duty. The physical aspects of OCS are designed to test an individual's general strength and endurance under varying field and tactical conditions. You will find them challenging and demanding.

UBD's: Upper Body Development Course

Run Circuit: A circular course in the immediate OCS area consisting of many exercise stations designed to build endurance and overall body strength.

Fartlek Course: A 3 to 4 mile trail, consisting of nearly 1 dozen exercise stations, designed to build endurance.

Obstacle Course: A 100-meter long series of obstacles that must be negotiated in a prescribed amount of time.

Confidence & Tarzan Courses: A series of high obstacles created to build an individuals self-confidence while teaching military skills.

Combat Readiness Test: Consists of physical events that one could likely face in combat situations.

Conditioning Hikes: These range from 3 to 15 miles with combat gear.

Pugil Sticks: Simulates close combat fighting.

Combat Course: This is a 1.5 mile course, which simulates a combat environment by stressing all around security and noise discipline while negotiating a series of obstacles.

Endurance Course: A 3.5 mile course testing a candidate's physical endurance & ability to cross and negotiate various obstacles

When candidates report to OCS their first physically evaluated event is the initial Physical Fitness Test (PFT). The PFT consists of pull-ups for males, flex arm hang for females, crunches, and a 3-mile run. Candidates that can achieve a score of 225 out of 300 points on the initial PFT are more likely to succeed at OCS than those who score below 225 points. The balance between strength and endurance necessary to do well at OCS can be achieved if a candidate can perform each event within the ranges outlined below resulting in a PFT score of 225.

Exceptional performance in one category can offset poor performance in another category but only to a certain extent. For example, a Candidate that can do 20 pull-ups but cannot complete a 3-mile run in less than 30 minutes does not really have the balance that is necessary for success.

CHAPTER 2

GENERAL INFORMATION FOR ALL CANDIDATES

Mission and Organization

Primary mission of the Marine Corps

To provide a combined arms force in readiness with an amphibious capability

Major units, which comprise the Fleet Marine Force (FMF)

FMF Pacific

1st and 3rd Marine Divisions

1st and 3rd Marine Air Wings

1st Marine Brigade

1st and 3rd Combat Service Support Group

FMF Atlantic

2nd Marine Division

2nd Marine Air Wing

2nd Combat Service Support Group

Marine Division

Commanded by a Major General

Mission is to execute amphibious operations

Consists of:

Infantry Regiments

Combat Engineer Battalion

Tank Battalion

Artillery Regiment

Amphibious Assault Battalion

Headquarters Battalion

Recon Battalion

Infantry Regiment

Commanded by a Colonel

Mission is to locate, close with, and destroy the enemy by close fire

Consists of:

Headquarters Company

Infantry Battalions (3)

Infantry Battalion

Commanded by a Lieutenant Colonel

Mission is to locate, close with, and destroy the enemy by close fire

Consists of:

Headquarters and Service Company

Weapons Company

Rifle Companies (3)

Marine Aviation

Mission is to support our landing forces in the seizure and defense of advanced naval bases and for the conduct of such operations as may be essential to the prosecution of a naval campaign.

Marine Air Ground Task Force (MAGTF)

The MAGTF is organized by the principle of task organization.

Examples:

- Marine Expeditionary Force (MEF)
- Marine Expeditionary Brigade (MEB)
- Marine Expeditionary Unit (MEU)

Basic elements common to a USMC task force and their functions:

- Ground Combat Element (GCE) – Combat
- Aviation Combat Element (ACE) – Combat support
- Combat Service Support Element (CSSE) – Combat Service Support

Infantry units associated with each MAGTF:

- MEF = Division
- MEB = Regiment
- MEU = Battalion

Marine Air Wing units available to support each MAGTF:

- MEF = Marine Air Wing (MAW)
- MEB = Marine Air Group (MAG)
- MEU = Marine Squadron

Units that logistically support each MAGTF:

- MEF = Force Service Support Group (FSSG)
- MEB = Battalion Service Support Group (BSSG)
- MEU = MEU Service Support Group (MSSG)

The ability to project an integrated air ground force anywhere in the world on short notice makes USMC forces unique among the armed forces of the United States.

Marine Corps Rank Structure

Enlisted

- E-1 Private – No insignia
- E-2 Private First Class – One chevron
- E-3 Lance Corporal – One chevron with crossed rifles
- E-4 Corporal – Two chevrons with crossed rifles
- E-5 Sergeant – Three chevrons with crossed rifles
- E-6 Staff Sergeant – Three chevrons, one rocker with crossed rifles
- E-7 Gunnery Sergeant – Three chevrons, two rockers with crossed rifles
- E-8 Master Sergeant – Three chevrons, three rockers with crossed rifles
- E-8 First Sergeant – Three chevrons, three rockers with diamond
- E-9 Master Gunnery Sergeant – Three chevrons, four rockers with bursting bomb

E-9 Sergeant Major – Three chevrons, four rockers with star
Sergeant Major of the Marine Corps – Three chevrons, four rockers with
Eagle, Globe and Anchor

Officer

O-1 Second Lieutenant – Single gold bar
O-2 First Lieutenant – Single silver bar
O-3 Captain – Double silver bars
O-4 Major – Gold oak leaf
O-5 Lieutenant Colonel – Silver oak leaf
O-6 Colonel – Eagle
O-7 Brigadier General – One star
O-8 Major General – Two stars
O-9 Lieutenant General – Three stars
O-10 General – Four stars

General Orders

General Order 1 – To take charge of this post and all government property in
view.

General Order 2 – To walk my post in a military manner, keeping always on the
alert and observing everything that takes place within sight or hearing.

General Order 3 – To report all violations of orders I am instructed to enforce.

General Order 4 – To repeat all calls from posts more distant from the guardhouse
than my own.

General Order 5 – To quit my post when properly relieved.

General Order 6 – To receive, obey, and pass on to the sentry who relieves me all
orders from the Commanding Officer, Officer of the Day, and Officers and Non-
Commissioned Officers of the Guard only.

General Order 7 – To talk to no one except in the line of duty.

General Order 8 – To sound the alarm in case of fire or disorder.

General Order 9 – To call the Corporal of the Guard in any case not covered by
instructions.

General Order 10 – To salute all officers and all colors and standards not cased.

General Order 11 – To be especially watchful at night and during the time for
challenging, to challenge all person on or near my post, and to allow no one to
pass without proper authority.

Interior Guard

Purpose and organization established by any commanding officer of a regiment or above, or a detached battalion commander.

Duties of the Sergeant of the Guard:

Keeps the guard informed

Inspects once between daylight and midnight and once between midnight and daylight.

Post and relief of sentries

Reports violations occurring during watch to the Officer of the Day

Purpose of a special order

Cover that particular post

Supplement general orders

Modify general orders

Procedure for using countersign

“Halt, who goes there?”

“Approach and be recognized”

6 situations in which deadly force may be applied by a member of the guard:

1. Self-defense
2. In defense of property involving national security
3. In defense of property not involving national security, but inherently dangerous to others
4. To prevent serious offenses to other persons
5. Apprehension and preventing escape
6. A lawful order (instructed by authorized commander)

Uniform Code of Military Justice (UCMJ)

Who is subject to the UCMJ?

Cadets, Aviation Cadets, Midshipmen, and Candidates

Reserve personnel on active duty

Retired personnel in pay status or hospitalized

Members of Fleet Reserve or Marine Corps Reserve

All persons serving sentences of court martial

Coast Guard personnel

All person in wartime serving in the Armed Forces in the field

Certain civilian personnel serving with, employed by, or accompanying the Armed Forces overseas as provided.

Members of the Regular Component of the Armed Forces

Where and when is one subject to the UCMJ?

On U.S. government property

While performing duty off base

Depending on status of forces and agreements with foreign countries, host nation may have jurisdiction.

Definitions

Apprehension – Retaining someone suspected of UCMJ violations

Arrest – Confinement to quarters while awaiting disciplinary action

Confinement – Physically located in a correctional facility

Restriction – Confined to live in a limited area

Possible Article 15 Punishments

Corrective custody

Forfeiture of pay

Reduction in rank

Extra duties

Restriction

Detention of pay

Bread and water (shipboard only)

Code of Conduct

The purpose for the Code of Conduct

The Code was established following the Korean War due to the amount of information that was passed to the Koreans through psychological and physical coercion.

The 6 articles of the Code of Conduct

Article I – I am an American fighting man. I serve in the forces, which guard my country and our way of life. I am prepared to give my life in their defense.

Article II – I will never surrender of my own free will. If in command, I will never surrender my men while they still have the means to resist.

Article III – If I am captured, I will continue to resist by all means available. I will make every effort to escape and aid others to escape. I will accept neither parole nor special favors from the enemy.

Article IV – If I become a prisoner of war, I will keep faith with my fellow prisoners. I will give no information or take part in any action, which might be harmful to my comrades. If I am senior, I will take command. If not, I will obey the lawful orders of those appointed over me and will back them up in every way.

Article V – When questioned, should I become a prisoner of war, I am required to give only name, rank, service number, and date of birth. I will evade answering further questions to the utmost of my ability. I will make no oral or written statements disloyal to my country and its allies or harmful to their cause.

Article VI – I will never forget that I am an American fighting man, responsible for my actions, and dedicated to the principles, which make my country free. I will trust in my God and in the United States of America.

The 12 rights of a Prisoner of War (POW) as provided by the Geneva Convention of 1949:

1. Legal status
2. Laws
3. Interrogation
4. Physical pressure
5. Health
6. Attempted escape
7. Military courtesy
8. Mail
9. Religion
10. Food
11. Work (exception for officers)
12. Repatriation at conclusion of hostilities

History of the Marine Corps I

Traditional birthday of the Marine Corps
10 November 1775

Marine Corps motto
Semper Fidelis – Latin for “Always Faithful”

Official colors of the Marine Corps
Scarlet and Gold – Adopted by MajGen John A. Lejeune in 1921.

The 4 components of the Marine Corps emblem:
Eagle
Globe
Anchor
Streamer

History and traditions concerning Marine Corps uniforms:
Dress Blues – Fashioned after colorful uniforms of earlier years.

Red trouser stripe – Represents the bloodshed at the Battle of Chapultepec; often referred to as the “blood stripe”.

Quatrefoil – The braided cross on the top of the Officer’s cover. Originally used to identify Marines from enemies for sharpshooters in the boat riggings above.

Mameluke sword – A style of sword originated by the Mameluke tribe in North Africa. It was presented to Lt. Presley O'Bannon for his victory at Derna.

Fourragere – An award presented to the 5th and 6th Marine Regiments and the 6th Machinegun Battalion, both of the 4th Marine Brigade, by the French government for the gallantry displayed by those units during World War I. It is the highest French unit citation.

Commandant of the Marine Corps

Captain Samuel Nicholas is traditionally known as the first Commandant. However, William Ward Burrows was the first officer officially appointed Commandant.

Old Man of the Corps

Archibald Henderson served the longest tenure as Commandant of the Marine Corps, 39 years.

Wake Island

First Marine Corps action in WWII, December 23, 1941

Guadalcanal

First combat test of Marine Corps amphibious warfare doctrine (WWII), August 7, 1942

Inchon and Chosin Reservoir

Major Korean War engagements for the 1st Marine Division

Introduction to Field Leadership

Definitions

War – The continuation of political actions by means of force.

Strategy – The art and science of developing and using political, economic, psychological, and military forces as necessary during peace and war, to afford maximum support to policies, in order to increase the probabilities and favorable consequences of victory and to lessen the chances of defeat.

Military Strategy – The art and science of employing the armed forces of a nation to secure the objectives of policy by the application of force or the threat of force.

Tactics – The ordered arrangement and maneuver of units in relation to each other and/or the enemy in order to utilize their full potential.

Principles of War

The Principles of War are fundamental truths that govern the prosecution of war. These principles are guidelines used by military commanders to effectively apply his unit's combat power to aid in the accomplishment of the assigned mission. The effective application of these principles must be employed as flexibly as all other tactical principles based on the circumstances with which the commander is confronted.

9 Principles of War (MOOSEMUSS):

1. Mass – Demands that superiority of combat power be attained at the critical time and place for a decisive purpose.
2. Objective – The goal or aim, usually expressed as a mission, for which the force was constituted.
3. Offensive – By assuming the offensive, the commander can impose his will on the enemy, set the pace and course of battle, exploit weaknesses, and meet unexpected developments.
4. Simplicity – Demands that detailed yet simple plans be adopted in every operation.
5. Economy of Force – Requires that sufficient force be applied at other than the decisive time and place to permit mass to be applied properly.
6. Maneuver – Requires that all military resources be brought to bear in the accomplishment of the objective.
7. Unity of Command – Coordinated action by all forces toward the objective. Required for decisive application of full combat power.
8. Surprise – Striking the enemy when, where, or in such manner that he is unable to effectively counter.
9. Security – Readiness for action or counteraction. Enhanced greatly by flexibility.

Troop Leading Procedures

Purpose – Troop leading procedures aid in preparing for and executing assigned missions. They assist small unit leaders in making the best use of time, facilities, and personnel.

BAMCIS

B-Begin planning

The unit leader would plan the use of available time, make a preliminary estimate of the situation and formulate his preliminary plan. During the first step the unit leader, after receiving his order, would plan for the proper use of available time. All leaders should use a planning sequence known as "2/3 rule," meaning you give your subordinate leaders 2/3 of the time available for their respective planning purposes. You also start with the last action for

which a time is specified and work back to the receipt of the order. This helps ensure that time is allowed for all necessary action. This means we work back to the receipt of the order, allowing time for the making of and issuing of the your order and making sure that you allow sufficient time for your subordinate leaders to make and issue theirs.

After using the “2/3 rule” sequence, you must then make you preliminary estimate of the situation (see “METT-T” below), which will include an analysis of the terrain and the friendly and enemy situations.

From your preliminary estimate of the situation, you must formulate a preliminary plan of action. This plan is only tentative and will often be changed.

A-Arrange for reconnaissance

The unit leader must select a route reconnaissance, prepare a schedule for reconnaissance and coordinate with adjacent and supporting units. During the second step, you will select a route for you reconnaissance that will enable you to cover as much area as time will permit. You will then prepare a schedule for your reconnaissance and your coordination with adjacent and supporting units. You may also arrange for maps and aerial photographs to aid you while orienting your subordinates.

M-Make reconnaissance

The unit leader would accomplish the following:

Complete the estimate of the situation

Confer with adjacent and supporting unit leaders as scheduled

Select a vantage point and make the reconnaissance

Alter his preliminary plan a necessary

C-Complete the plan

The unit leader must review his preliminary plan and complete his plan of action. During the fourth step, the unit leader reviews his preliminary plan and revises it, if necessary, to complete this plan of action. He then prepares notes to be used when he issues his order. After his notes are completed, he calls for his subordinate leaders.

I-Issue the order

The unit leader orients his subordinate leaders and issues his order. During the fifth step, the unit leader must first orient his subordinate leaders as to the present location of the objective and the direction of movement from the selected vantage point. If this is not possible, they are oriented from maps, sketches or an improvised terrain model.

The unit leader issues his order using the five-paragraph order sequence and includes everything his subordinate leaders need to know. When the order is issued, it must be very detailed but so complicated as to confuse subordinates. The order must be given in a standardized sequence. Every member of the team must fully understand what he must accomplish. The order is referred to as the Operation Order or the Five Paragraph Order.

S-Supervise

The unit leader continuously supervises his unit to ensure that his order is carried out as intended. If any part is executed incorrectly, the appropriate corrective action should be taken. This is the most important troop leading procedure

METT-T (Estimate of the situation)

M-Mission

A clear, concise statement of the task to be performed. It must be carefully analyzed and thoroughly understood. It is the basis for all actions of the unit.

E-Enemy

Information concerning the enemy situation comes from many sources. The most reliable information comes from personal reconnaissance. No decision should be made without a reconnaissance, if time permits. All impartial information can be analyzed using the acronym SALUTE.

SALUTE

S-Size

An approximate number of personnel in the enemy unit

A-Activity

What was the enemy unit doing when they were last observed? They may have been moving on foot or on vehicles, digging in or reinforcing their positions, setting up a radio net(s), taking a chow break or any number of activities

L-Location

What was the location of the enemy unit when they were last observed? Give location using grid coordinates and perhaps a terrain feature.

U-Unit

Make a determination of which unit it may have been that was observed. This estimation can be made from unit designators on equipment or uniforms. Many times, the type of uniform may tell you which unit they belong to. Interrogation of prisoner-of-war can also be helpful.

T-Time

Time of the last observation

E-Equipment

Description of weapons, vehicles, communication equipment, bivouac facilities, etc.

DRAW-D Provides information concerning the enemy capabilities

D-Defend their own positions

R-Reinforce their own positions

A-Attack the enemy positions

W-Withdraw from their current positions

D-Delay the enemy

T-Terrain and weather

Conditions affect all plans and actions. Therefore, they must be studied both from the friendly and enemy viewpoints. The plan of action must take full advantage of the terrain. The weather, both present and predicted, will have an effect upon visibility, movement and fire support. The military aspects of terrain are often referred to by the acronym KOCOA.

KOCOA

K-Key terrain

A key terrain feature is any locality or area, the seizure or control of which would give a marked advantage to either opposing force. This advantage is generally on terrain, which affords good observation and fields of fire

O-Observation and fields of fire

Observation is the ability of the unit to see the enemy's location and movement. Fields of fire are the areas that a weapon or group of weapons can cover and are essential to the effective employment of direct fire weapons. Observation and fields of

fire should be considered from both friendly and enemy viewpoints.

C-Cover and concealment

Cover is protection from enemy fire. Concealment is the hiding or disguising of a unit or its activities from enemy observation. Terrain features that offer cover also provide concealment.

O-Obstacles

Obstacles are natural or artificial features, which stop, delay, or restrict military movement.

A-Avenues of approach

An Avenue of approach is a terrain area, which permits a route of movement for a unit. It should also provide ease of movement, cover and concealment, favorable observation, fields of fire and adequate maneuver room.

T-Troops and fire support available

The unit leader considers his own unit's strength and location as compared with that of the enemy. He should also know what assistance is available from supporting weapons such as machine guns, tanks, close air support, artillery and naval gunfire

T-Time

Timing is critical to the synchronization of the battlefield operating systems. Rapid execution is key to conducting operations that keep the enemy off balance, acting inside his decision cycle.

Operation Orders

The operation order is in a 5-paragraph format, designed to aid the small unit leader with the organization of his plans to accomplish the mission. The graduation exercise at OCS is SULE II. During this exercise, you will assume the role of an infantry squad leader. You will be given an operation order from an instructor. In a short period of time, you will be expected to formulate a plan and distribute it to your fire team leaders in the 5-paragraph format, known as SMEAC.

SMEAC

S-Situation

Enemy Forces

Composition, disposition, and strength are based on size, activity, location, unit, time, and equipment (SALUTE). Capabilities and limitations to defend, reinforce, attack, withdraw, and delay (DRAW-D).

Enemy's most probable course of action

Friendly Forces

Mission of next higher unit (task and commander's intent)
Adjacent unit missions (task and intent)
Identify left, front, right, and rear
Attachments and Detachments (date and time effective)

M-Mission

The mission is the task to be accomplished, and its purpose (who, what, where, when, and why). For patrols, specify if the mission or time has priority.

E-Execution

Commander's Intent

The concept of operations tells the where, how, and who and lays out the patrol leader's general scheme of maneuver and fire support plan.

It outlines the following:

- Task organization of the patrol
- Movement to the objective area, to include navigation method
- Actions in the objective area
- The return movement, to include navigation method
- Use of supporting forces (including illumination, if required)

Subordinate Element Missions

Subordinate element missions (task and purpose) are assigned to elements, teams, and individuals, as required.

Coordinating Instructions

This section contains instructions common to two or more elements, coordinating details, and control measures applicable to the patrol as a whole.

At a minimum, it includes:

- Time of assembly in the assembly area
- Time of inspections and rehearsals (if not already conducted)
- Details on the primary and alternate routes to and from the objective area
- Details on formations and order of movement
- Rally points and actions at rally points.
- Final preparation position and actions at this position
- Objective rally point and actions at this point
- Actions at danger areas

Actions in the event of enemy contact
Details on actions in the objective area not covered elsewhere
Estimated time of patrol debriefing upon return

A-Administration and Logistics

Changes/additions to uniform, equipment, and prescribed load from that given in the warning order
Instructions for handling wounded and prisoners

C-Command and Signal

Command Relationships

Identify key leaders and chain of command

Signal

Challenge and password, arm and hand signals, special signals, and radio frequencies and call signs

M16A2 Service Rifle

Introduction

The M16A2 service rifle is a lightweight, gas-operated, air-cooled, magazine-fed, shoulder-fired weapon than can be fired either in automatic, three-round burst, or semi-automatic modes.

Firearm Safety Rules

1. Treat every weapon as if it were loaded
2. Never point a weapon at anything you do not intend to shoot
3. Keep your trigger finger straight and off the trigger until you are ready to fire
4. Keep the weapon on safe until you intend to fire

Carrying Conditions for the M16A2

Condition 1 – READY TO KILL – Round in the chamber, bolt forward, filled magazine inserted, weapon on or off safe, ejection port cover closed.

Condition 2 – DOES NOT EXIST FOR M16A2

Condition 3 – Empty chamber, bolt forward, filled magazine inserted, weapon on safe, ejection port cover closed.

Condition 4 – WEAPON SHOULD BE IN THIS CONDITION UNLESS INSTRUCTED OTHERWISE – Empty chamber, bolt forward, no magazine, weapon on safe, ejection port cover closed.

Safety Procedures

LOAD – Ensure that weapon is in Condition 4, pull charging handle and ensure chamber is clear. Close ejection port cover, check sights, ensure weapon on safe. Insert magazine

MAKE READY – Charge a round into chamber, close ejection port cover, check sights.

UNLOAD – Drop to one knee, weapon on safe, remove magazine. If weapon will not go to safe, pull bolt to rear, then put on safe. Inspect chamber, let bolt go forward, close ejection port cover, check sights.

UNLOAD SHOW CLEAR – Same as UNLOAD, but keep bolt locked to the rear but wait for instructor to tell you that you are clear. Done prior to entering any building, upon completion of any firing event and prior to handing weapon to someone else.

Types of Field Carries:

Tactical – Buttstock in hip, muzzle up. Used when no imminent danger.

Alert – Buttstock in armpit, muzzle down. Used when patrolling.

Ready – Buttstock in shoulder, rifle parallel. Used when target sighted.

Cycle of Operations

Feeding – Round pulled out of the magazine by the bolt

Chambering – Round pushed into chamber by the bolt

Locking – Lugs on bolt align with lugs on barrel extension

Firing – Squeeze the trigger and get some!

Unlocking – Bolt rotates so that lugs no longer aligned

Extracting – Extractor claw strips out cartridge

Ejecting – Ejector and spring get rid of cartridge

Cocking – Chamber resets for another round

Immediate Action (Tap, Rack, Bang) – Slap the magazine, pull the charging handle and release, sight and attempt to fire.

Remedial Action (SPORTS)

S-Seek cover

P-Pull the charging handle to the rear and attempt to lock bolt

O-Observe round or brass to be ejected and clear stoppage

R-Release bolt

T-Tap forward assist

S-Sight and attempt to fire

Components:

Rifle

Magazine

Sling

Mechanical Characteristics:

Caliber = 5.56 mm

Weight = 8.79 lbs (3.99 kg) with a 30-round magazine

Mechanical feature = Rifling has a right-hand twist, completing one twist every seven inches.

Firing Characteristics:

Chamber pressure = 52,000 psi

Muzzle velocity = 3,100 ft/sec

Cyclic rate of fire = 800 rounds/min

Max rate of fire

Semi-auto = 45 rounds/min

Burst = 90 rounds/min

Sustained = 12-15 rounds/minute

Maximum Effective Range

Point targets = 550m

Area targets = 800m

Maximum Range = 3534m

Modifications:

Heavier barrel

Improved handguards

3-round burst control

Finger-operated windage and elevation knob

Muzzle break 9

Cover, Camouflage, and Concealment

Definitions

Cover – Protection of the whole body from enemy weapons fire

Camouflage – The art of concealing or disguising a military position

Concealment – Protection from military observation

2 types of natural cover and concealment:

1. Ravines, hollows, reverse slopes, large rocks and formations, depressions in the earth, large trees, logs and stumps
2. Trees, bushes, and darkness

8 principles of camouflage:

- | | |
|-------------|---------------|
| 1. Movement | 5. Color |
| 2. Shadows | 6. Texture |
| 3. Position | 7. Dispersion |
| 4. Shape | 8. Shine |

7 means of detecting the enemy:

1. Straight lines and paths do not occur naturally
2. Tracks and other signs of movement
3. Foliage (broken or unmatched with the surrounding area)
4. Movement
5. Glare or shine
6. Smoke, flashes and/or dust
7. Check area where enemy is not likely to hide

Individual Movement Course

9 general rules to avoid being seen or heard by the enemy:

1. Prepare yourself and your equipment
2. Move by bounds
3. Look for the next spot where you plan to stop before leaving a concealed position
4. Change direction slightly from time to time when moving through tall grass
5. If you alarm birds or animals, remain in position and observe briefly
6. Take advantage of the distraction provided by noises
7. Cross roads and trails where there is the most cover and concealment
8. Follow furrows as much as possible when crawling over plowed fields
9. Avoid steep slopes and areas with loose stones

Conditions for movements

Low crawl – Used when enemy cannot hear your movement because you are too far away from his position but visibility permits good enemy observation because of lack of cover and concealment. Speed is not essential for this technique.

High crawl – Used when enemy cannot hear your movement because you are too far away from his position and enemy has poor visibility because of cover and concealment.

Walking – Used when the enemy can hear you because you are close to his position. Used when extremely quiet movement is necessary, but the enemy has poor visibility. Movement should be slow and absolutely quiet.

Back crawl – Used primarily for negotiating low strung barbed wire.

Assault fire technique – Used when moving through an enemy objective and firing to obtain fire superiority. Also may be used when firing at night.

Nuclear, Biological, and Chemical (NBC) warfare

Current U.S. policy concerning NBC warfare:

Weapons are stockpiled by the Nuclear Regulatory Commission and are used only by presidential order.

U.S. renounces any offensive preparations for any use of biological warfare.

U.S. renounces any first use of lethal and incapacitating agents.

Types of nuclear bursts:

Air

Surface

Subsurface

4 toxic chemicals and their corresponding first aid measures:

Nerve – Atropine auto injector

Blister – Remove agent with skin pads

Blood – Amyl nitrate, 2 ampules ever 2 minutes for total of 8

Choking – Keep still; Warm, fresh air

Proficiency standard for a Marine to properly don, seat, clear, and check the M17A1 Field Protective Mask = 9 seconds.

Types of audible alarm used upon detection of an NBC attack:

Oral – radio, telephone

Percussion instrument – metal on metal

Visual

First Aid

Definition

Emergency treatment of sick and injured until qualified medical aid is available.

Purpose of first aid

To save live, prevent further injury, and reduce pain.

2 vital body functions

Respiration and pulse

The 4 life-saving measures:

1. Restore the breathing
2. Stop the bleeding
3. Protect the wound
4. Treat for shock

The 3 primary methods to stop bleeding:

1. Direct pressure
2. Pressure points
3. Tourniquet (last resort)

The early signs of shock:

Vacant eyes

Cold, clammy skin

Weak/rapid pulse

Nausea
Labored breathing
Heat casualties
May occur during any season, in any weather
Symptoms of heat stroke:
Lack of sweating/hot, dry skin
Dizziness/headache
Possible collapse/fainting
High body temperature
Symptoms of heat exhaustion:
Shortness of breath
Dizziness/headache
Muscle cramps
Profuse sweating
Pale, moist skin
Treatment of heat stroke
Reduce body temperature
1. Remove clothing
2. Douse with cold water
3. Fan the victim
4. Hydrate or provide saline solution if victim is conscious
Treatment of heat exhaustion
Move to a cool place
Loosen clothing

CHAPTER 3

GENERAL INFORMATION FOR FEMALE CANDIDATES

This section is designed to aid in the preparation of female candidates for Officer Candidates School. It is not intended to separate female candidates from their male counterparts, but merely to answer common female questions.

The female experience at OCS is very similar to the male experience. OCS is designed to test physical stamina, moral courage, mental toughness, and leadership ability. Females will live in an all-female squad bay with up to 50-60 other women. Each female will have one wall locker and one footlocker for storage of uniforms, equipment, and personal items. Female candidates will have separate restroom and shower facilities.

The Marine Corps maintains stringent height/weight standards. Ask your OSO to explain the maximum weight for your particular height. Do not report to OCS over the weight limit. Doing so will result in being placed on weight control, and in extreme cases, overweight candidates will be sent home. This is not the kind of attention you want to draw in the initial days of OCS.

The Marine Corps also maintains stringent hair and grooming policies for females. You should consult the U.S. Marine Corps Hair and Grooming regulations prior to attending OCS. You do not have to cut your hair to comply with the regulations. If you choose to cut your hair, it must be a feminine style, which is not too eccentric or trendy (i.e. shaved or dyed in an eccentric color). If you choose not to cut your hair, practice styling it in a manner, which is fast and secure. You may not use rubber bands, barrettes, or hairpins, which are visible. Your hairstyle must be able to endure long workdays, a camouflage cover, and very little care. If you require a special hair product, bring enough to last the entire length of OCS, or ask a friend or family member to send you some as a care package. In a typical first week at OCS, approximately 30% of females request haircuts.

The Commanding Officer of OCS has issued very specific Leave and Liberty regulations. As OCS progresses, you will have several liberty periods. Ensure that you dress conservatively while on liberty, especially around base and the OCS training area. The CO's Leave and Liberty regulations will include specific dos and don'ts for liberty attire. Do not challenge them. It is not worth the negative attention you will receive.

When packing for OCS, be sure to bring four sets of appropriate liberty attire. If your slacks have belt loops, you must wear a belt. Be sure to bring hard-soled shoes and socks. Do not bring anything provocative. Slacks, conservative skirts, and dresses are appropriate. Blue jeans and shorts are not authorized for wear while on liberty. Liberty attire should be neat, clean and discrete. Note that you must wear slacks and comfortable shoes when you report into OCS. The first few days involve a considerable amount of walking and carrying gear.

Bring all of your normal makeup and hair necessities. If you do not normally wear makeup, it is recommended that you purchase and bring simple makeup accessories (i.e.

blush, lip gloss, and mascara). These are often required for inspections prior to being released for liberty. Blow dryers and curling irons are permitted.

Bring many sets of comfortable, durable underwear. Do not bring trendy or provocative underwear. They need not be white cotton or the same style.

Bring at least five sturdy running or high impact sports bras.

You do not need to bring pajamas. You will be sleeping in PT clothes every night.

Bring all birth control necessities. If you take birth control pills, you should bring your prescription and enough pills to last the entire length of OCS. At your initial medical screening, all medications will be evaluated for approval by a military physician.

Bring enough feminine hygiene products to last the entire length of OCS. There will be opportunities to purchase these items during liberty. When you are in the field, it is recommended that you use tampons as you may be crawling through mud or water. Many women experience changes to their menstrual cycle during OCS due to the high levels of stress and/or group living. Do not be concerned if your menstrual cycle changes or even ceases during OCS.

The Female Athlete Triad

The female athlete is often a perfectionist, physically strong, assertive, aggressive and competitive, with high goals she sets athletically and in other areas of her life. The media however continues to bombard young women with the perception that they also need to maintain a super model figure and a certain feminine image. The combination often results in conflict for female athletes and can lead to a serious disorder called female athlete triad.

This term was first described in 1992 by the American College of Sports Medicine as a condition in which three disorders are present: disordered eating, amenorrhea and osteoporosis.

Disordered eating in the average female population is 3-5%. Among female athletes the prevalence of this behavior is upwards of 52%. It is most common in appearance sports, such as gymnastics or ice-skating or in areas where there is an emphasis on ideal body weight, optimal body fat or weight standards and classifications. Disordered eating is any type of eating that restricts food intake for the purpose of weight loss or the purpose of achieving a thin physique. The extremes of eating disorders are bulimia and anorexia nervosa.

The result of disordered eating behaviors lowers the athlete's level of performance, increases risk of injury, decreases endurance, reaction time, speed, agility, and the ability to concentrate. The restrictive eating does not provide enough calories to cover the cost of physical training and can lead to the second component of the triad, amenorrhea.

The prevalence of amenorrhea in the general population is 2-5%, but up to 66% among athletes. Many athletes and physicians view lack of menstrual period as a sign of adequate training. Amenorrhea along with decreased calcium intake from restrictive eating results in decrease in estrogen levels. Lack of protective estrogen may raise cardiac risk, and can lead to decreased bone mass, which increases the risk of stress fractures. Amenorrheic female runners have a 4.5 times higher risk of stress fractures than the average woman. The decreased estrogen production, development of amenorrhea, reduced calcium and caloric intake predisposes the female athlete to osteoporosis, the third component of female athlete triad.

Women build their "bone bank" between ages of 18 and 30. If the bone bank is inadequate due to poor nutrition or amenorrhea, osteoporosis may develop. Osteoporosis is defined as the loss of bone mineral density and inadequate formation of the bone that can lead to fragility and risk of bone fracture. Lost bone density may be irreplaceable and lead to long term consequences.

Female athletes need to understand the importance of proper nutrition and the consequences of female athlete triad in performance as well as long-term health. Medical guidance should be sought for any concerns to the triad.

CHAPTER 4
FTX GENERAL MILITARY SUBJECTS TEST

1. Which of the following is not a leadership trait?
 - a) Tact
 - b) Candor
 - c) Knowledge
 - d) Decisiveness

2. Make sound and timely decisions is one of the Leadership _____?
 - a) Traits
 - b) Qualities
 - c) Characteristics
 - d) Principles

3. The “A” in BAMCIS stands for?
 - a) Arrange for the discomfort of your Marines
 - b) Action
 - c) Administration and Logistics
 - d) Arrange for reconnaissance

4. Which acronym is used when making an initial estimate of the situation?
 - a) METT-T
 - b) KOCOA
 - c) SALUTE
 - d) BAMCIS

5. Orientation is the “O” in KOCOA.
 - a) True
 - b) False

6. The 9 Principles of War can be remembered by what acronym?
 - a) LOOSEDUST
 - b) MOOSEMUSS
 - c) MOISTMUSK
 - d) GOOSEDUCK

7. Which of the following is defined as “protection from enemy observation”?
 - a) Cover
 - b) Concealment
 - c) Camouflage
 - d) Stealth

8. Prisoners of War are subject to the UCMJ.
 - a) True
 - b) False

9. Which of the following is not a type of court martial?
- Summary
 - Special
 - General
 - Administrative
10. "To report all violations of orders I am instructed to enforce" is which General Order?
- GO 2
 - GO 3
 - GO 8
 - GO 6
11. What is General Order 9?
- To quit my post only when properly relieved
 - To talk to no one except in the line of duty
 - To call to Corporal of the Guard in any case not covered by instructions
 - To sound the alarm in case of fire or disorder
12. Which unit(s) are part of FMF Pacific?
- 1st Marine Division
 - 3rd Force Service Support Group
 - Neither a) nor b)
 - Both a) and b)
13. What is the first step of the four life-saving measures?
- Stop the bleeding
 - Start the breathing
 - Protect the wound
 - Treat for shock
14. When should a tourniquet be applied?
- Anytime bleeding occurs
 - Never
 - As a last resort
 - Severe head injuries
15. In which season can heat casualties occur?
- Summer
 - Winter
 - Autumn
 - All seasons
16. Which of the following is a symptom of heat stroke?
- Pale moist skin

- b) Normal body temperature
- c) Lack of sweating
- d) Low body temperature

17. What is the birthday of the Marine Corps?

- a) 4 July 1776
- b) 10 November 1775
- c) 6 August 1782
- d) 17 June 1705

18. What the Marine Corps motto?

19. What is a “quatrefoil”?

- a) A braided cross on the top of an officer’s cover originally used to distinguish Marines from the enemy.
- b) A type of sword used by Marine officers
- c) The highest French unit citation
- d) An area of New Orleans

20. Which Marine had the longest tenure as Commandant of the Marine Corps?

- a) Chesty Puller
- b) Dan Daly
- c) Samuel Nichols
- d) Archibald Henderson

21. How long was his tenure?

- a) 10 years
- b) 21 years
- c) 39 years
- d) 42 years

22. Where was the first combat test of Marine Corps amphibious warfare doctrine?

- a) Okinawa
- b) Guadalcanal
- c) Tarawa
- d) Inchon

23. Which of the following articles of the Code of Conduct requires a Marine, if captured, to resist by all means available?

- a) Article I
- b) Article III
- c) Article IV
- d) Article V

24. The right of military courtesy is provided to all POW's by the Geneva Convention of 1949.
- True
 - False
25. The three types of nuclear burst are _____, surface and subsurface?
26. Which type of toxic chemical agent uses atropine auto injector as a first aid measure?
- Nerve
 - Blister
 - Choking
 - Blood
27. The proficiency standard for a Marine to properly don, seat, and clear the M17A1 Field Protective Mask is _____ seconds?
- 5
 - 9
 - 12
 - 15
28. What is the maximum effective range of the M16A2 service rifle?
- 600 m
 - 950 m
 - 800 m
 - 350 m
29. How many stars does a Marine Corps Major General wear?
- 1
 - 2
 - 3
 - 4
30. The 5-paragraph order is known by what acronym?
- KOCSA
 - DRAWD
 - BAMCIS
 - SMEAC
31. Which of the following is not a basic element of a USMC task force?
- Administration and Logistics Support Element
 - Ground Combat Element
 - Aviation Combat Element
 - Combat Service Support Element

32. What are the official colors of the Marine Corps?
 _____ and _____
33. Which leadership indicator is defined as “loyalty to, pride in, and enthusiasm for a unit shown by members of the unit”?
- a) Morale
 - b) Discipline
 - c) Esprit de Corps
 - d) Proficiency
34. What size infantry unit is associated with a MEU
- a) Division
 - b) Battalion
 - c) Regiment
 - d) Company
35. Deadly force may be applied by a member of the interior guard to prevent serious offenses against other persons.
- a) True
 - b) False

ANSWERS TO GENERAL MILITARY SUBJECTS TEST

- | | | | | |
|------|-------|--------------------|---------|----------------------|
| 1. b | 8. a | 15. d | 22. b | 29. b |
| 2. d | 9. d | 16. c | 23. b | 30. d |
| 3. d | 10. b | 17. b | 24. a | 31. a |
| 4. d | 11. c | 18. Semper Fidelis | 25. Air | 32. Scarlet and Gold |
| 5. b | 12. d | 19. a | 26. a | 33. c |
| 6. b | 13. b | 20. d | 27. b | 34. b |
| 7. b | 14. c | 21. c | 28. c | 35. a |

FREQUENTLY ASKED QUESTIONS

Officer Candidates School

Will I be paid while at OCS?

Yes. OCC and PLC candidates are usually paid at the E-5 pay grade while at OCS. Candidates are paid every two weeks.

Are there any required purchases while at OCS?

Yes. Candidates are required to purchase the large and small bag issue. These consist of those items necessary for candidates throughout the training cycle. In addition, candidates are required to make an initial "PX Purchase". This usually consists of essential housekeeping items, uniform accessories, and PT uniforms. The total cost of these items is usually between \$20.00 and \$100.00. To meet these financial needs, it is recommended that candidates report to OCS with a minimum of \$300.00 cash or traveler's checks.

What should I do about my financial obligations at home?

Candidates must make adequate arrangements for car payments, insurance premiums, etc. prior to reporting to OCS. Failure to do so may result in disqualification from training.

Are banking services available?

Yes. A branch of the Virginia National Bank is located at the main PX in Quantico. Bank representatives are also sent to OCS to assist candidates with their banking needs. In addition, the Marine Corps Federal Credit Union is located behind the MCCDC dental clinic (Mann Hall). While the primary purpose of the credit union is to provide Marines and federal employees with financial services, low interest uniform loans are available to candidates who wish to become members of the Credit Union.

Is federal income tax withheld from my pay while at OCS?

Yes. When you are released to inactive duty, you will receive a W-2 Form to substantiate your earnings and deductions. Marines remaining on active duty receive a W-2 Form from the disbursing officer each December.

Am I entitled to government insurance coverage while at OCS?

Yes. The Servicemen's Group Life Insurance (SGLI) Program automatically covers every Marine on active duty in excess of 30 days with \$200,000 life insurance at a current cost of \$16.00 per month.

Do I need a Social Security Card?

Yes. The Servicemen's and Veteran's Survival Benefits Act provides for the crediting of certain military service towards Social Security benefits. In order that your active duty pay may be properly credited, you should

bring your Social Security card. Upon reporting to OCS, you should present this card.

Do married candidates need to bring any documentation?

Yes. Married candidates must bring evidence of marriage and/or birth certificates for dependents in order to submit applications for quarters allowance and dependents' I.D. cards. If the original document(s) are not available, candidates should bring a photostatic copy with raised notary seal.

May I bring my automobile?

Yes. Privately owned vehicles must be registered within 72 hours after arrival at Quantico. Candidates will be issued a temporary vehicle pass which will be valid throughout the duration of training. All vehicles are subject to random gate searches. Note that MCCDC regulations require that all registered vehicles must carry a minimum insurance coverage of \$25,500 per person, \$50,000 per accident liability, and \$10,000 in property damage. Although motorcycles are permitted, candidates are discouraged from bringing them to OCS.

Where may I park?

Candidates will park their vehicles in the parking areas specifically designated for the unit to which they are assigned. Parking limits are off limits during hours of darkness, except for the purpose of moving or returning vehicles, or unless authorized.

Is dental care provided?

Yes. Emergency dental care is provided on an as-required basis. However, it is highly recommended that all candidates be examined by a dentist prior to reporting to OCS. Should dental work be required, it is the candidate's responsibility to have the necessary work completed prior to reporting. Failure to do so may result in disqualification from training.

May I bring firearms?

It is highly recommended that candidates do not bring firearms to OCS. All privately owned firearms must be registered with the Provost Marshal and the Ordinance Section. All privately owned firearms will be stored in the armory.

Are religious services available?

Yes. Religious services are held in the Marine Corps Memorial Chapel and in the outlying camps on Sunday and at such other times as may be announced by the Chaplain. A Chaplain (or Rabbi, etc.) is usually available during the training cycle.

The Basic School

Will I be reimbursed for travel?

If you travel by privately owned vehicle to your first assignment to extended active duty at MCCDC, you will be entitled to reimbursement for your travel expenses at the rate computed from the Official Mileage Table. If you have a dependent who travels by privately owned vehicle, you may also claim reimbursement for his/her travel.

Will my household goods and effects be shipped?

Yes. Once assigned to extended active duty, you will be entitled to shipment of your household goods and effects to your duty station at government expense, not to exceed the weight limit imposed by government regulations.

Is base housing available?

Yes. Base housing is available in Quantico for both married and unmarried officers. However, there is often a waiting list and it is recommended that officers contact the Base Housing Office prior to reporting for training to inquire about availability.

Is there a uniform allowance?

Yes. Upon commissioning as a reserve officer, you will be entitled to an initial uniform allowance of \$200 for required uniforms, plus an additional \$100, for a total of \$300. This amount will not defray the total cost of required uniforms as this varies depending on the source from which the uniforms are purchased.

Where should I purchase my uniforms?

There are two primary providers of authorized Marine Corps uniforms. The Exchange, which is located in the main PX, traditionally provides uniforms at a lower cost. The Marine Shop, which is located in the town of Quantico, is also a reputable provider of quality Marine Corps uniforms and accessories. The Marine Corps has no policies or preferences on where officers should purchase their uniforms.

Is employment available for dependents?

Information concerning civilian employment may be obtained by contacting the Industrial Relations Officer, MCCDM, Quantico, VA 22134. For aviation officers who will be attending Naval Flight School, contact the Commanding Officer, Marine Air Detachment, Naval Air Basic Training Command, Pensacola, FL 32508.

Is medical care available for dependents?

Yes. Upon assignment to extended active duty, your dependents will become eligible for medical care and hospitalization. Application for your dependents' ID card(s) should be initiated upon reporting for training.

GLOSSARY

Aye (Sir) – Official acknowledgement of an order
Barracks – Building where Marines live
Bivouac – An area in the field where tents are pitched
Blouse – Shirt or coat (noun); To roll up the camouflage trousers (verb)
Bunk or rack – Bed
Chit – A small piece of paper, usually a receipt or authorization
CMC – Commandant of the Marine Corps
CO – Commanding Officer\
Colors – National flag
Cover – Hat
Deck – Floor
Drill – March
Field Day – Clean up an area
Hatch – Door
Head – Bathroom
Leave – Authorized vacation
MOS – Military Occupational Specialty
NCO – Non-Commissioned Officer
NCOIC – Non-Commissioned Officer In Charge
Porthole – Window
POV – Privately Owned Vehicle
PFT – Physical Fitness Test
PX – Post Exchange (comparable to a civilian department store)
Quarters – A place to live (i.e. barracks)
Reveille – Time to get up
Secure – Stop work; Put away; Close; Lock
Squadbay – Large room in the barracks where Marines live
Square away – Straighten up or make neat
Swab – Mop
Taps – Time to sleep
WM – Woman Marine