



## Aviation Machinist's Mate



# ENLISTED CAREER ROADMAP

1 February 2010

## **CAREER ROADMAP**

### **Seaman Recruit to Master Chief Roadmaps**

The educational roadmap below will assist Sailors in the Aviation Machinist Mate (AD) community through the process of pursuing professional development and advanced education using various military and civilian resources e.g. PQS program; SMART Transcript; NKO (E-Learning); Navy College; etc. Successful leadership is the key to military readiness and will always require a high degree of technical skill, professional knowledge, and intellectual development.

### **What is a Career Roadmap for an Aviation Machinist Mate ?**

AD roadmaps are just what the name implies - a roadmap through the Enlisted Learning and Development Continuum from the AD Airman Recruit through AF Master Chief. The principal focus is to standardize a program Navywide by featuring the existing skills of an AD necessary to be successful in the Navy. The ultimate goal of a roadmap is to produce a functional and competent Aviation Machinist Mate .

### **What is the Enlisted Learning and Development Continuum?**

Enlisted Learning and Development Continuum is the formal title given to the curriculum and process building on the foundation of Sailorization beginning in our Delayed Entry Program through Recruit Training Command and throughout your entire career. The continuum combines skill training, professional education, well-rounded assignments, and voluntary education. As you progress through your career, early-on skill training diminishes while professional military education gradually increases. Experience is the ever-present constant determining the rate at which a Sailor trades skill training for professional development.

### **Do Sailors have to follow the Roadmap?**

Yes. The AD roadmap includes the four areas encompassed by the Continuum in Professional Military Education to include; Navy Professional Military Education, Joint Professional Education, Leadership and Advanced Education.

Some training and education is mandatory (Recruit Training, Aviation Machinist Mate School at Pensacola, FL, NKO (E-Learning, etc...)). Some may be directed by your chain of command (Microsoft Excel and PowerPoint courses), and the remainder is voluntary (NKO, E-Learning, college courses, etc.). Sailors are advised to seek out mentors, including your Command Master Chief, Senior Enlisted Advisor, Leading Chief Petty Officer, Leading Petty Officer and Command Career Counselor, and to make use of your Base Navy College or Education Office vast resources. All are uniquely qualified to help you along the way.



**I am a United States Sailor.**

**I will support and defend the Constitution of the United States of America and I will obey the orders of those appointed over me.**

**I represent the fighting spirit of the Navy and those who have gone before me to defend freedom and democracy around the world.**

**I proudly serve my country's Navy combat team with Honor, Courage and Commitment.**

**I am committed to excellence and the fair treatment of all.**



**ALL PAYGRADES**  
**VOLUNTARY EDUCATION**



**Note: Prior to considering any pursuit of off duty education or program enrollment visit your Navy College Office.**  
**You must complete the Tuition Assistance Workshop before your first course will be approved.**

**E1- E6: The workshop is available at your Navy College Office**  
**E-7 and above: The Workshop is available at your Navy College Office**  
**or**  
**Complete the online course at the Navy College Website**

**How do I get started?**

You already have. All your training up to this point is part of your Aviation Machinist Mate Roadmap. Now that you have made the first steps you will need to sit down and formulate a plan. This plan will work best if you start out discussing your options with your Leading Chief Petty Officer, Leading Petty Officer, Mentor, or Career Counselor. They will help you understand all of the basics. Then your next stop is your Navy College Office. The counselors there will be able to help you formalize your plan and make sure that it makes sense for both you and the Navy. To aid you in your conversation with these professionals, here are a few questions that you may want to ask.

What credits do you have? What non-college courses have you taken? Where do you want to go? What field of study, or what kind of degree? What program will help me get there, Traditional or Online, What are my next steps: Transfer credits, Take exams, Have experience evaluated, Then lastly sign up for new courses?

**RECOMMENDED OCCUPATIONAL-RELATED ASSOCIATE’S DEGREE FOR AVIATION MACHINIST MATE**

<b>Recommended Associates' degrees for the Aviation Machinist Mate Rate;</b>

**RECOMMENDED OCCUPATIONAL-RELATED BACCALAUREATE DEGREE FOR AVIATION MACHINIST MATE**

<b>Recommended Bachelors' degrees for the Aviation Machinist Mate Rate;</b>

## GENERAL INFORMATION ON VOLUNTARY EDUCATION

### The Navy College Program & Web Page: <https://www.navycollege.navy.mil>

The Navy College Program (NCP) provides opportunities to Sailors to earn college degrees by providing academic credit for Navy training, work experience, and off-duty education. The NCP mission is to enable Sailors to obtain a college degree while on active duty. In support of the four R's- Recruiting, Readiness, Retention, and Respect, the NCP signifies Navy's commitment to education by improving enlistment appeal, demonstrating Navy service and achieving a college degree are compatible, helping Sailors apply themselves to new situations and challenges and better preparing them for advancement, building up Sailors' self-image, and producing higher quality Sailors.

### Navy College Program Distance Learning Program (NCPDLP)

The Navy College Program (NCP) has developed partnerships with colleges and universities to offer rating relevant degrees via distance learning to Sailors everywhere. These new education partnerships provide associates and bachelors degree programs relevant to each rating, and make maximum use of military professional training and experience to fulfill degree requirements. The program also provides opportunities to take courses through distance learning so that Sailors anywhere will be able to pursue a degree. Courses are offered in a variety of formats, such as CD-ROM, videotape, paper, or over the Internet. Contact your Navy College Office or the Navy College Center about degree programs available from your partnership schools.

### Servicemembers Opportunity College Navy (SOCNAV): <http://www.soc.aascu.org/socnav>.

SOCNAV consists of accredited colleges offering specific associate and bachelors degrees to Navy members worldwide through resident courses or distance learning. Colleges taking part in each curriculum area guarantee acceptance of each other's credits for transfer. The "home" college issues an official evaluation of all prior learning on a SOCNAV Agreement. This agreement serves as the student's long range degree plan. Why become a SOCNAV student? SOCNAV colleges offer degrees in many different areas (called networks). Students do not lose credits; transferability of courses within the same network is guaranteed from one SOCNAV college to another. Required residency is kept to a minimum. Many SOCNAV networks are closely related to Navy ratings, resulting in maximum awarding of credit for Navy training.

### Tuition Assistance(TA):

TA provides funds for eligible active-duty personnel to attend approved educational institutions on an off-duty basis to earn a high school diploma, vocational/technical certificate, or college degree. TA pays for tuition and fees directly associated with the course of instruction. TA will pay for the following amounts per fiscal year: 16 semester hours, not-to-exceed \$250/credit or 24 quarter hours, not-to-exceed \$166.67/credit or a combination of semester and quarter hours.

### Sailor Marine American Council On Education Registry Transcripts (SMART)

SMARTs are official military transcripts which are used by colleges to validate your actual credited training. Every Sailor has a transcript already and access to it is free. More information is available online at: [www.cnet.navy.mil](http://www.cnet.navy.mil).

### The American Council on Education (ACE)

ACE has reviewed every course listed in the OCCUPATIONAL Roadmap and determined what type of collegiate level credit is recommended. The ACE identifier, listed with each course, is a source to validate the information and to check for changes as they occur. Updates can be found at <http://www.militaryguides.acenet.edu>.

### Vocational Certificates

Vocational Certificates are available from most community colleges. Most of your military training can be counted toward their degree programs, but they will still require residency credits and approximately 40-75 credit hours. These certificates can be as valuable as the apprenticeship program in the civilian work force.

### College credits by Testing CLEP, DSST

Testing can replace the requirement to attend most of the college courses listed in the Occupational Roadmap. Base Education Centers offer CLEP and DSST exams for active duty military at no cost. They also offer a comprehensive list of "credit-by-exam" tests. Additionally, many of the tests have study guides available. These tests are available at the base education center or through the base library system.

DANTES (DSST) [http://www.dantes.doded.mil/DANTES WEB/EXAMINATIONS/DSST.htm](http://www.dantes.doded.mil/DANTES_WEB/EXAMINATIONS/DSST.htm)

CLEP Exams <http://www.collegeboard.com/student/testing/clep/about.html>

## SAMPLE COLLEGE COURSE PLAN

### **AS in Professional Aeronautics**

#### **Emphasis in Aviation (Total 60 Semester Hours Minimum)**

- I. General Education Core Requirements (27 Hours)  
Communication Theory & Skills (9 hours)  
Mathematics (3 hours)  
Computer Science (3 hours)  
Humanities (3 hours)  
Physical Science (3 hours)  
Social Sciences (3)  
Economics (3 hours)
- II. Aviation Area of Concentration (9 - 15 hours)
- III. Program Support (12 hours)
- IV. Open Electives (6 - 12 hours)

### **AS in Applied Science and Technology**

#### **Emphasis in Aviation Maintenance (Total 60 Semester Hours Minimum)**

- I. General Education Requirements (30 hours)  
English Composition (6 hours)  
Humanities (6 hours)  
Social Science (6 hours)  
Precalculus (6 hours)  
General Physics (6 hours)
- II. Major Area of Study (21 hours)
- III. Computer Concepts (3 hours)
- IV. Free Electives (6 hours)

### **BS in Professional Aeronautics**

#### **Emphasis in Aviation (Total 120 Semester Hours Minimum)**

- I. General education requirements (36 hours)  
Communication theory & Skills (9 hours)  
Humanities (3 hours)  
Physical Sciences (6 hours)  
Mathematics (6 hours)  
Computer Science (3 hours)  
Social Science (3 hours)  
Economics (6 hours)
- II. Aviation Area of Concentration (18-30 hours)
- III. Program Support (21 hours)
- IV. Professional Development Electives (21 hours)
- V. Professional Development Core (12 hours)
- VI. Open Electives (0-12 hours)

**BS in Technical Management**

**Emphasis in Aviation/ Management (Total 120 Semester Hours Minimum)**

- I. General education requirement (36 hours)  
Communication Theory & Skills (9 hours)  
Humanities (3 hours)  
Physical & Life Sciences (3 hours)  
Mathematics (6 hours)  
Computer Science (3 hours)  
Social Science (3 hours)  
Economics (6 hours)
- II. Technical Specialty (15 hours)
- III. Program Support (15 hours)
- IV. Business Core (30 hours)
- V. Management Electives-Upper Level (9 hours)
- VI. Open Electives (15 hours)

**BS in Applied Science and Technology**

**Emphasis in Aviation Maintenance (Total 120 Semester Hours Minimum)**

- I. General Education Requirements (54 hours)  
English Composition (6 hours)  
Speech (3 hours)  
Humanities (6 hours)  
Technical writing (3 hours)  
Psychology or Sociology (3 hours)  
Social Science (9 hours)  
Precalculus (6 hours)  
Statistics (3 hours)  
General Physics (6 hours)  
Meteorology (3 hours)  
Natural Science Elective (3 hours)  
General Ed Electives (3 hours)
- II. Major Area of Study (45 hours)
- III. Computer Concepts (3 hours)
- IV. Free Electives (18 hours)

## MASTER DEGREE OPTION

### **Master of Science (Minimum of 33 Semester hours)**

#### **- Core (15 Semester Hours)**

Contemporary Theories in Communication (3)  
Organizational Communication and Leadership (3)  
Introduction to Graduate Research in Communication (3)  
Thesis (6)

#### **- Required Courses (12)**

Organizational Communication (3)  
Contemporary Theories in Communication (3)  
Introduction to Graduate Research in Communication (3)  
Seminar in Communication Research (3)

#### **- Electives (8 Minimum)**

Remember, this is only an example, you must see a college counselor to work out a plan for you.



## Sample Degree Plan



### A.S. INDUSTRIAL MANAGEMENT TECHNOLOGY

#### RATING:

**Other Degree Requirements:** Remediation / SLS / Pre-reqs if Needed  
 Residency: 25% coursework must be completed at FCCJ (in-class or DL).

~ School Degree Information ~								
COURSE NUMBER/TITLE	CREDITS NEEDED	SERVICE SCHOOL	MOS	CLEP	DSST	EXCELSIOR	DL	SOC CRS. Cat.#
<b>~GENERAL EDUCATION</b>								
ENC 1101 - English Composition I	3		-	ENC1101	-	ENC1101	Y	EN024A
Social Science	3		-	Y	Y	Y	Y	TBD
Mathematics	3		-	Y	Y	-	Y	TBD
Humanities	3		-	Y	Y	-	Y	TBD
Natural Science	3		-	Y	Y	Y	Y	TBD
<b>~PROFESSIONAL COURSES</b>								
MAN 2021 - Principles of Management	3	E7-E9		MAN2021			Y	MG101A
BCN2732: OSHA Safety	3						N	ET069A
GEB 1011 - Introduction to Business	3				GEB1011		Y	BU001A
OST1581:Professional Development in the Work Environment	3						Y	
MAN2125:Supervision & Performance Improvement	3						Y	
ENC2210: Technical Report Writing	3						Y	EN032A
CGS 1100 - Microcomputer Applications	3	E6-E9					Y	OF033A
<b>~PROFESSIONAL ELECTIVES - minimum 24 hours</b>								
	<b>E3</b>	<b>E4</b>	<b>E5</b>	<b>E6</b>	<b>E7</b>	<b>E8</b>	<b>E9</b>	
<i>ACE Recommended from MOS / Rate:</i>								
Military Credits	7	13	13	17	16	16	16	
<i>Credit from Service School:</i>								
Recruit Training	2	2	2	2	2	2	2	
A-School (if attended)								
C-Schools (if attended)								
<i>Total Elective Hours</i>	9	15	15	19	18	18	18	
<b>Total Credits Awarded *</b>	<b>9</b>	<b>15</b>	<b>15</b>	<b>22</b>	<b>24</b>	<b>24</b>	<b>24</b>	
<b>TOTAL CREDITS NEEDED (60 s.h.)</b>	<b>51</b>	<b>45</b>	<b>45</b>	<b>38</b>	<b>36</b>	<b>36</b>	<b>36</b>	

\* *Disclaimer:* Please be aware that this is a sample and a Sailor's actual credit awarded may vary depending on the ACE recommendation in effect at the time of their training. This is an unofficial preview of how credit from prior learning and military experience may be applied toward this degree option. It is subject to change upon official evaluation by Florida Community College, Military Education Institute (800) 700-2795, [military@fccj.edu](mailto:military@fccj.edu).

Florida Community College  
 Military Education Institute  
 601 West State Street  
 Jacksonville, FL 32202  
 800-700-2795      FAX: 904-632-5073  
 Email: [military@fccj.edu](mailto:military@fccj.edu)

## REFERENCES

### Navy Enlisted Learning and Development Programs:

- Learning and Development Roadmap for Enlisted Sailors, OPNAVINST 1500.77(series)
- Navy Retention and Career Development Program, OPNAVINST 1040.11(series)
- Career Counselor Handbook, NAVPERS 15878
- Command Sponsor and Indoctrination Program OPNAVINST 1740.3(series) (Sponsor assigned within 10 days of orders received / Indoctrination completed as soon as possible and practicable but NLT 90 days)
- Command Sponsorship of Dependents at Overseas Duty MILPERSMAN 1300-150 to 1300-210
- Guaranteed Assignment Retention Detailing Program GUARD 2000, MILPERSMAN 1306-1002/1004
- Enlisted Surface Warfare Specialist Qualification (ESWS) OPNAVINST 1414.1(series)
- Enlisted Aviation Warfare Specialist (EAWS) Qualification Program OPNAVINST 1414.2(series)
- Diving Salvage Warfare Specialist (DSWS) Qualification OPNAVINST 1414.3(series)
- Enlisted Naval Special Warfare Combatant-Craft Crewman (SWCC) OPNAVINST 1414.5(series)
- Enlisted Explosive Ordnance Disposal Warfare Specialist (EWS) Qualification OPNAVINST 1414.8(series)
- Enlisted Expeditionary Warfare (EXW) Specialist Qualification Program OPNAVINST 1414.7(series)
- Navy Enlisted Fleet Marine Force Warfare Specialist (FMF) OPNAVINST 1414.4(series)
- Submarine Service (SS) COMSUBLANT/PACINST 1552.16(series) / MILPERSMAN 1200-010
- Seabee Combat Warfare Specialist (SCWS) OPNAVINST 1410.1(series)
- Master Training Specialists (MTS) NETCINST 1500.2(series)
- Command Master Chief Program OPNAVINST 1306.2 (series)

### Reenlistments and Extensions:

- Agreement of Enlisted Naval Reservist, Inductees and Fleet Reservists to remain on Active Duty MILPERSMAN 1160-060
- ARGUS Career Milestone Tracking System OPNAVINST 1040.10(series)
  - (Prior to every reenlistment, separation and retirement)
- Career Reenlistment Objectives (use latest CREO NAVADMIN)
- Extension of Enlistment MILPERSMAN 1160-040
- Perform to Serve (PTS) MILPERSMAN 1440-060
- Reenlistment Ceremony MILPERSMAN 1160-020
- Reenlistment Leave MILPERSMAN 1050-040
- Required Counseling upon Enlistment and Reenlistment MILPERSMAN 1160-031
- Selective Conversion and Reenlistment (SCORE) Program MILPERSMAN 1160-090
- Selective Reenlistment Bonus (Use Latest SRB NAVADMIN)
- Selective Training and Reenlistment (STAR) Program MILPERSMAN 1160-100
- School as a Reenlistment Incentive MILPERSMAN 1306-1006

### Fleet Reserve and Retirements:

- ARGUS Career Milestone Tracking System OPNAVINST 1040.10(series) (Prior to every reenlistment, separation and retirement)
- Casualties and Survivor Benefits (SBP) MILPERSMAN 1770 to 1770-250
- Disability Retirement MILPERSMAN 1850-020 to 1850-040
- Fleet Reserve and Retirement MILPERSMAN 1800-010 to 1800-070
- Household Goods and Personal Property (PCS and Retirees) MILPERSMAN 4050-010 to 020
- Permissive Temporary Duty (PTDY) MILPERSMAN 1320-220
- Transition Assistance Management Program OPNAVINST 1900.2(series) (Initiate a DD-2648-1 NLT 90 Days Prior to Separation and attend workshop 12 months prior to separation/Fleet Reserve/Retirement date)

### Enlisted Administrative Separations:

- Alcohol Rehabilitation Failure MILPERSMAN 1910-152
- Drug Abuse MILPERSMAN 1910-146
- Early release to further education MILPERSMAN 1910-108
- Enlisted Administrative Separation Policy MILPERSMAN 1910-010 to 1910-812
- Fraudulent Enlistment MILPERSMAN 1910-134

- High Year Tenure (HYT) AC MILPERSMAN 1160-120 / RC 1160-130
- Misconduct (various reasons) MILPERSMAN 1910-138/140/142
- Parenthood and Pregnancy SECNAVINST 1000.10(series) & MILPERSMAN 1910-124
- Personality Disorder MILPERSMAN 1910-122
- Physical Fitness Assessment Failure MILPERSMAN 1910-170
- Serious Offense MILPERSMAN 1910-142
- Unsatisfactory Performance MILPERSMAN 1910-156

**Advancement & Service Schools:**

- Advancement BUPERSINST 1430.16(series)
- Accelerated Advancement MILPERSMAN 1430-010
- Enlisted to Officer Commissioning Program Application & Administration Manual OPNAVINST 1420.1(series)
- Service Schools 1306-600/602/604/608
- Class "A" School & Rating Entry Requirements MILPERSMAN 1306-618
- Retesting with the Armed Forces Classification Test version of the Armed Services Vocational Aptitude Battery (ASVAB) MILPERSMAN 1236-010
- Professional Apprenticeship Tracks Program (PACT) NAVADMIN 318/07

**Education:**

- Joint Chiefs Professional Military Education (PME) Manual 1805.01
- Navy Voluntary Education Program (Navy Campus) OPNAVINST 1560.9(series)
- Tuition Assistance Management Controls NAVADMIN 161/07 / NETC LTR Execution Guidelines 1560 Ser N00178, Aug 07
- Navy Credentialing Program OPNAVINST 1540.56
- Uniformed Services Military Apprenticeship Programs OPNAVINST 1560.10(series)

**Other Quick References:**

- Change in Rank, Rate or Rating MILPERSMAN 14440-010 to 14440-050
- Drug and Alcohol Prevention Control Program OPNAVINST 5350.4(series)
- Exchange of Duty (SWAPS) MILPERSMAN 1306-700
- First Term Personnel Assignment Policy MILPERSMAN 1306-126
- Individual Augmentation (IA) Policy and Procedures OPNAVINST 1001.21(series)
- Military Couple and Single Parent Assignment Policy MILPERSMAN 1300-1000
- Military Pay MILPERSMAN 7220-010 to 7220-390
- Overseas tour Extensions MILPERSMAN 1300-310
- Physical Readiness Program OPNAVINST 6110.1(series) / MILPERSMAN 6100-6199
- Reassignment for Humanitarian reasons (HUMS) MILPERSMAN 1300-500
- Standard Policy and Procedures for the Active Duty for Special Work (ADSW) & 1 year Recall Program OPNAVINST 1001.20(series)