



Personal & Professional Development
 Education Program
 Bldg 4335 C Street Room 109/ Testing Room 202
 MCAS Cherry Point, NC 28533
 Telephone: 252-466-3500



Classification Test: REGISTRATION FORM

PER MCO 1230.5C

EDIPI _____ Last Name _____ First Name _____ Rank _____
 Unit _____ Email Address _____ Phone Number _____

1. Indicate below which classification you are requesting to take and check appropriate box.

A. Defense Language Proficiency Test (DLPT) _____
 Specify Date _____ Specify Language _____

Mission Related Recertification (DLPT) was taken in the last six months YES NO

FOREIGN LANGUAGES				
ALBANIAN	BURMESE	HAITIAN-CREOLE	LITHUANIAN	SPANISH
AMHARIC	CAMBODIAN	HAUSA	NORWEGIAN	SWAHILI
ARABIC-ALGERIAN	CEBUANO	HEBREW	PASHTO-AFGHAN (DARI)	SWEDISH
ARABIC-EGYPTIAN	CHAVACANO	HINDI	PERSIAN-FARSI	TAGALOG
ARABIC-GULF (IRAQI)	CHINESE - AMOY	HUNGARIAN	POLISH	TAUSUG
ARABIC-LEVANTINE	CHINESE CANTONESE	ICELANDIC	PORTUGUESE	THAI
ARABIC-LIBYAN	CHINESE-MADARIN	INDOVESIAN	PORTUGUESE BRAZILIAN	TURKISH
ARABIC-MSA	CZECH	ITALIAN	PORTUGUESE-EUROPEAN	UKRAINIAN
ARABIC-SAUDI	DANISH	JAPAENSE	ROMANINA	URDU
ABIC-SUDANESE	DUTCH/FLEMISH	KOREAN	RUSSIAN	UZBECK
ARABIC-YEMENI	FRENCH	KURDISH-KURMANJI	SERBIAN CROATIAN	VIETNAMESE
AZERBAIJANI	GERMAN	KURDISH-SORAN	SLOVENIAN	YIDDISH
BULGARIAN	GREEK	LAO	SOMALI	YORUBA

2. B. Defense Language Aptitude Test (DLAB) _____ was taken in the last six months. YES NO
 Specify Date _____

3. C. Armed Forces Classification Test _____
 Specify Date _____

Check one: Frist time In-Service test. AFCT was taken in the last Six months. (RETEST)

I certify the above Service member to take the indicated test(s). This Service member will be authorized the time required to complete the exam on the testing date.

Print Name of CO, OIC, EO _____

Signature _____

Date _____

Duty Phone _____

Email address _____

Initial:	1. Not all languages qualify for FLPB. Marines experiencing FLPB problems must utilize their Chain-of-Command IPAC, Admin Office, Career Planner, 1st SGT, or S-1 for assistance and resolution.
Initial:	2. DLPT scores less than 3/3 expire in 12-months from test date. Retesting in same language requires a 270-day waiting period from previous test. Scores of 3/3 or higher remain active for 2-years. OPI can be requested if qualify.
Initial	3. AFCT test scores are posted only by HQMC in 2-4 weeks from test date. Education Testing Office does not have access to scores.

Note the following important requirements for AFCT: A LETTER FROM BATTALION/SQUADRON/COMMAND CO AND A COPY OF MCTFS TEST SCORE REQUIRED TO TAKE AFCT PER MCO 1230.5C, ENCLOSURE (1). Please see page 2 for eligibility check list.

CHECK LIST FOR AFCT TEST ELIGIBILITY (per MCO 1230.5C):

Read the MCO instructions carefully. It is your responsibility to ensure you meet the required criteria for retest.

- i. You should also familiarize yourself with MCO 1230.5C to understand the testing process, grading and scoring criteria. Failure to understand this policy and submit the required documentation may result in an invalid test score and a subsequent wait of six months before you are eligible to retake the AFCT.
- ii. To be eligible to retake the AFCT you must submit a command authorization letter on your command's letterhead
- iii. The letter should specify the valid reason for your retest. There are only four specific reasons that will be acceptable for retest, and they are listed in MCO 1230.5C on page 3.
- iv. If you need assistance with this process, see your Admin/S-1 or IPAC.
- v. **A copy of your "TEST SCORES" for MCTFS BASIC TRAINING RECORD** must be submitted and stamped as a "Certified true copy" and signed by E-7 or above with rank and date (Per MCO 1230.5C).
- vi. If you Need assistance, please call Test Examiner at 252-466-5197/3500.

If it is someone other than the Marine's battalion/squadron CO within their chain of command, the only other persons authorized to sign are those with by direction authority granted by the battalion/squadron CO and must place "By direction" underneath signature.

The "To line" will be addressed to the Education center/test facility at which the Marine will retest. The example here depicts a Marine that is retesting at the MCB Quantico Education Center.

COMMAND AUTHORIZATION LETTER FOR AFCT RETEST INSTRUCTIONS

COMMAND LETTERHEAD

1230
Office Code
Date

From: Commanding Officer
To: MCB Quantico Voluntary Education Center
Subj: AUTHORIZATION FOR IN-SERVICE RETEST OF THE AFCT ICO
SERGEANT I. M. MOTIVATED EDIPI/0111 USMC
Encl: Certified True Copy of MCTFS TEST screen
Ref: (a) MCO 1230.5C

1. In accordance with the reference, Sergeant Motivated meets the requirements for an in-service retest of the AFCT. Sgt I. M. Motivated is applying for (State reason for testing) and needs to attain a (specify score required, i.e. GT score of 110). He currently possesses a GT score of 108 and he last tested on 28 January 2006. Attached is a certified true copy of his TEST screen from MCTFS verifying these scores.

2. Point of Contact for this request is Major I. M. InCharge, Commanding Officer, Marine Unit, Overseas at (123) 456-7890, DSN 456-7890.

I. M. INCHARGE
(or By direction)

- Ensure Marine meets the requirements to test per the ref.
- Ensure to include certified copies of MCTFS Test Screen
- Ensure a valid and specific reason to test is stated within this letter, i.e. lateral move to MOS XXXX (must state MOS), officer program, warrant officer program, etc.
- Ensure to state AFQT/composite score requirement that Marine is short in attaining.



Follow this template and these instructions to ensure expeditious processing of YOUR Marine's test scores.

ARMED FORCES CLASSIFICATION TEST				
August 14, 2024	September 11, 25, 2024	October 9, 23, 2024	November 13, 2024	December 11, 2024
2025				
January 8, 22, 2025	February 12, 26, 2025	March 12, 26, 2025	April 9, 23, 2025	May 14, 28, 2025
June 11, 25, 2025	July 9, 23, 2025	August 13, 27, 2025		
DEFENSE LANGUAGE APTITUDE BATTERY TEST				
DEFENSE LANAGUAGE PROFICIENCY TEST				
August 7, 2024	September 4, 18, 2024	October 2, 16, 2024	November 6, 20, 2024	December 4, 18, 2024
2025				
January 15, 2025	February 5, 19, 2025	March 5, 19, 2025	April 2, 16, 2025	May 7, 21, 2025
June 4, 18, 2025	July 2, 16, 2025	August 6, 20, 2025		