

Application Checklist

Original License/Document Applications

1. Application for License as an Officer, Staff Officer, or Operator and for Merchant Mariner's Document
2. Merchant Mariner Physical Examination Report (CG-719K) or Merchant Marine Certification for Entry Level Ratings (CG-719K/E) (completed within the last 12 months)
3. Proof of Sea Service (i.e., original Certificates of Discharge, letter from the employer on company letterhead, or Small Vessel Sea Service Form (CG-719S))
4. Report of Chemical Drug Test (completed within the last 6 months)
5. USCG fees \$100.00 for evaluation of application package, \$45.00 for license issuance
6. Proof of Citizenship
7. Proof of nationality and immigration status (non-U.S. citizens)
8. Original Social Security Card
9. Three Character references
10. 2 Sets Fingerprint Card (FD-258)
11. Red Cross approved First Aid /Adult CPR certificates

Renewal of License/Document Applications

1. Front and back copy of current license/document
2. Renewal for Continuity Form (renewing for continuity only)