



World Wide Marine Training, LLC

U.S.C.G. APPROVED TRAINING & TESTING

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APPLICATION, FORMS and INSTRUCTIONS for holders of Certificates of Completion from World Wide Marine Training

MARINER CREDENTIAL ASSISTANCE (MCA)

with a professionally trained assistance team.

Let World Wide Marine Training help you get started with the application process.

We'll review your application package for completeness and check for omissions that slow down your credential issuance. We'll submit your application package electronically to the National Maritime Center in West Virginia and track its progress through the application process.

- **To World Wide Marine Training**
(Call 866-249-2135 for details)

FEE - Mariner Credential Assistance (MCA)

- **\$125 - REVIEW & SUBMIT APPLICATION PACKAGE.** We'll review your application package for accuracy. We will electronically submit your application package to the National Maritime Center in West Virginia.

**Note: Above fee does not include the USCG application evaluation & issuance fees.*

OR

If you are completing your application without the assistance of World Wide Marine Training, you no longer need to go in person to a Regional Exam Center (REC). As of January 2026, the National Maritime Center has requested all mariners submitting applications to the Coast Guard, use the portals established on their web site home page (https://www.dco.uscg.mil/national_maritime_center/).

Scan your application documents into a PDF file and select “ASAP” from the navigation menu at the top of the page under their logo. You will then select “Merchant Mariner Credentials Submissions Only”, or “Medical Certificate Submission Only”.

The third option, “Additional Information (AI) Reconsideration Submissions Only” is used when you are replying to a Coast Guard letter requesting additional information for an application already submitted.

NOTE: You will receive a confirmation email of receipt when your file is uploaded. If your application is complete, it will be processed through the National Maritime Center evaluation channels.

You can ask questions regarding your application through “LIVE CHAT” on the National Maritime Center’s home page (www.dco.uscg.mil) or call the National Maritime Center (NMC) at 888-427-5662.

***NOTE:** The Coast Guard instructions have been reformatted to include only licenses, certifications and endorsements for which World Wide Marine Training offers courses and testing.*

APPLICATION CHECKLIST

Check When Complete	Forms and Documents	OUPV (6-Pak)	Upgrades to Master	Able Seaman	Tow/Sail/STCW Endorsements
	Application For Merchant Mariner Credential (MMC) Form CG-719B (page 4 of instructions)	Submit for Original & Renewal	Submit for Original, Raise In Grade (RIG) & Renewal	Submit for Original, Raise In Grade (RIG) & Renewal	Submit for Original endorsement & Renewals
	Oath for Original ONLY (page 4 of instructions)	No longer required	No longer required	No longer required	No longer required
	Disclosure Statement for Convictions Form CG-719C (page 4 of instructions)	Submit if appropriate	Submit if appropriate	Submit if appropriate	Submit if appropriate
	Fees for Application Evaluation & Issuance (PAY.GOV) (page 4-5 of instructions)	Original \$100 for evaluation – \$45 for issuance	Original or Raise In Grade (RIG) \$100 for evaluation – \$45 for issuance	\$95 for evaluation – \$45 for issuance	Varies with when and how you apply (call NMC)
	Application For Merchant Mariner Medical Certificate (Physical) Form CG-719K (page 5 of instructions) - <i>Not required if you hold a current Medical Certificate issued by the USCG.</i>	Submit with Original & Renewal	Submit with Original, RIG & Renewal	Submit with Original, RIG & Renewal	Not Required
	Application For Merchant Mariner Medical Certificate for ENTRY LEVEL RATINGS - CG-719KE (Page 5 of instructions)			Submit when applying for ORDINARY SEAMAN Only!	
	Drug Testing Form CG-719P (page 6-7 of instructions)	Submit with Original & Renewal	Submit with Original, RIG & Renewal	Submit with Original, RIG & Renewal	Not Required
	TWIC - Transportation Workers Identified Card. Issued by tsa.gov. (page 7)	Submit copy of front & back with application	Submit copy of front & back with application	Submit copy of front & back with application	Submit copy of front & back with application
	Copy of current credential.	Renewal	RIG & Renewal	RIG & Renewal	Renewal
	Sea Service Form CG-719S (pages 7-9 of instructions) (Copy of Proof of ownership required if your vessel)	Submit with Original & Renewal	Submit with Original, RIG & Renewal	Submit with Original, RIG & Renewal	Submit with Original for Tow & Sail only
	STCW Assessments related to your credentials or rating (Master, Mate, AB, Engineer, etc.) (page 10 of instructions)	Not Required	Not Required	Not Required	Submit with application for STCW Certificate only
	First Aid and CPR Certificate (page 10 of instructions)	Submit copy with Original License	Submit copy with Original License	Not Required	Not Required
	Certificate(s) of Completion from World Wide Marine Training	Submit copy with application	Submit copy with application	Submit copy with application	Submit copy with application

APPLICATION CHECKLIST NOTES:

1. Applications are delayed due to incomplete information. Please don't leave anything out.
2. The evaluation process takes +/- 4-6 weeks once a "complete" application is received.
3. Please do not rely on "hearsay" or "how it was done years ago." Follow these instructions.

APPLICATION – If applying for OUPV, Master, Able Seaman, STCW Certificate or Endorsements

Link for fillable form CG-719B - <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center-NMC/forms/>

Each mariner seeking a License or Merchant Mariner Credential (MMC), including endorsements and renewals must complete an application form (CG-719B – Application for License as an Officer, Qualified Rating (AB), Entry Level (Ordinary Seaman, Wiper, Stewards Dept. (FH)), or STCW. There are **NO EXCEPTIONS**. A license, certification or certificate cannot be issued until the application has been approved by the Coast Guard. It is the responsibility of the applicant to prepare the application form properly and to submit all required attachments when applicable.

Applicants are required to download their documents using the portals established on the National Maritime Center's home page, choosing the menu option "ASAP". If you are utilizing World Wide Marine Training's credential service, we require you scan all documents into ONE PDF file and email the file to: lucy.seegan@worldwidemarinettraining.com. We will review your package and electronically submit it to the National Maritime Center.

BLANK SPACES – Don't leave spaces blank just because you think that they don't apply to you. Don't leave anything out, such as your "next of kin" and their contact information. When you leave a blank, the person reviewing your application does not know whether you overlooked the blank or if it does not apply to you. There is no point in making them try to guess at anything. It will only slow your application down.

CONVICTION RECORD – In Section III on page 5 of the application form, the applicant must answer all questions related to DUI, drugs, etc. by marking each response. If the applicant should answer yes to any of these questions, The Conviction Disclosure Statement, CG-719C **must be** attached. The most important point here is to tell the truth on your application. A criminal record does not necessarily mean that you will be denied a license or certification. Each application will be evaluated on a case-by-case basis. The type, frequency and dates of past offenses are considered in whether you will be issued a license. However, failure to truthfully answer questions on the application will result in denial of the application and could lead to criminal prosecution for fraud. Link for fillable form CG-719C - <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center-NMC/forms/>

OATH - OUPV, Master and Able Seaman - CG-719B; Section IV: Mariner's Consent/Certification #5 on page 5 – is NO LONGER REQUIRED as of December 2025.

FEES - OUPV, Master and Able Seaman – The licensing and certification process for holders of Certificates of Completion from World Wide Marine Training involves two fees (evaluation and issuance). All Coast Guard fees MUST BE PAID ONLINE through www.pay.gov portal.

NO EXAMINATION FEE is due to the Coast Guard if you have taken the appropriate course with World Wide Marine Training.

- **Using MCA at World Wide Marine Training** – Fees to the USCG and MCA fees will be paid after our review and you are notified that your application is ready to be submitted using a credit card. You will receive two separate receipts (pay.gov and from WWMT). The pay.gov receipt will be included with your application when sent to the National Maritime Center.

<u>USCG EVALUATION FEES</u>	+	<u>USCG ISSUANCE FEES</u>	=	<u>TOTAL</u>
OUPV or Master Application - \$100		OUPV or Master License - \$45		\$145.00
MMC Renewal Application- \$50		Renewal License - \$45		\$ 95.00
Able Seaman & OS Application - \$95		Able Seaman & OS Certification - \$45		\$140.00

(All other evaluation renewal fees call the National Maritime Center 1-888-427-5662)

MEDICAL EXAMINATION REPORT (PHYSICAL) FORM CG-719K –
if applying for Able Seaman, OUPV or Master

If an applicant holds a current Medical Certificate issued by the USCG a physical is not required.

Each application for an original license must include an original physical examination report completed by a U.S. Licensed physician, physician's assistant or nurse practitioner (Chiropractor not acceptable) within one year of the application. This report certifies that the applicant is in good health and has no physical impairment or medical condition that would render him or her incompetent to perform the ordinary duties required by the issued license (refer to NVIC 04-08 at National Maritime Website).

The Physical form, CG 719-K, can be found at: <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center/>

The Physical form for Entry Level Position - Ordinary Seaman, CG-719E - <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center-NMC/forms/>

Some of the delays in approving applications are typically the result of incomplete physical examination reports. For example, section III addresses medications. Physicians will often forget to include a statement regarding whether or not the applicant is experiencing side effects from prescribed medications. If side effects are experienced, they must be listed. If no side effects are experienced, a statement to that effect must be included.

Occasionally, an applicant may not meet the vision, hearing, or general physical condition required. This does not automatically cause an applicant to be denied a license. Upon **request of the examining physician** (your doctor), a waiver may be granted by the Commandant of the U.S. Coast Guard if extenuating circumstances warrant special consideration. Applicants should submit this request along with their physical form. Waivers can be obtained for certain (but not all) applicants with insulin dependent or poorly controlled diabetes, applicants on psychotropic medication, or applicants with any disease which may result in the gradual deterioration in the performance of their duties or compromise shipboard safety at sea.

VISION - Master or OUPV applicants must have corrected vision of at least 20/40 in one eye, with uncorrected vision no worse than 20/200 in one eye. An applicant having lost vision in one eye must wait six months before application and provide a statement of demonstrated ability on his or her medical examination. Applicants with uncorrected vision of up to 20/800 may be granted a waiver by the Coast Guard provided that the corrected vision meets the applicable standards set forth above. The color sense test must be determined to be satisfactory when tested by any of the methods listed on form CG-719K. (HRR PIP 4th Edition color test added to the list of accepted color vision tests 4/1/2010)

BLOOD PRESSURE - Applicants for an original license may not have blood pressure higher than 160/100. If higher, check it 3 days in a row in case it was a “one shot” high reading and document.

DRUG SCREENING – OUPV, Master and Able Seaman

Link for fillable form CG-719P - <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center-NMC/forms/>

The periodic chemical testing requirements of 46 CFR 16.220 became effective on December 21, 1990. All applications requiring a physical examination (including request for original, license upgrades or renewals, or MMC endorsements) must be accompanied by proof that the applicant has passed a chemical test for dangerous drugs. All tests, except those done for active duty military personnel, must be done by laboratories certified by the Substance Abuse and Mental Health Services Administration (SAMHSA). The applicant must provide satisfactory evidence that he/she has passed a chemical test for dangerous drugs **within 185 days of the date the application** is submitted. Under 46 CFR 16, “passes a chemical test for dangerous drugs” means the result of a chemical test conducted in accordance with 49 CFR part 40 is reported as “negative” by a Medical Review Officer (MRO) in accordance with that part. REC personnel will not attempt to evaluate laboratory reports to determine whether the test was done in accordance with proper regulations. The following are acceptable forms of evidence that the REC will accept:

1. A completed drug test form CG-719-P **signed** by the **Medical Review Officer** (MRO) showing the applicant has passed a chemical test for dangerous drugs conducted in accordance with 49 CFR 40 within the previous 185 days (see instructions on form CG-719-P), or;
2. A letter from a Marine Employer on company stationery signed by a company official that administers the drug testing program, stating that the applicant has been subject to random drug testing as required by 46 CFR 16.230 for at least 60 days during the previous 185 days and has not failed nor refused to participate in a chemical test for dangerous drugs or;
3. For Active Duty Military/ Military Sealift Command, N.O.A.A./Army Corps of Engineer members, a letter from the applicant's command, on command letterhead, attesting that the applicant has been subject to random drug testing for the past six months and has not failed any chemical drug test. Random testing letters are **not acceptable** for **reserve military members** since they are only subject to testing during monthly drills. However, if you are a reserve or active duty member and have passed a required chemical test for dangerous drugs within the previous six months, then you may submit a letter from your command stating this.

NOTE: Be careful to check with a local physician or hospital to see if they are a collection site for a SAMSHA (Substance Abuse and Mental Health Services Administration) approved laboratory. Test results from Non-SAMSHA labs are **not acceptable**. Only a DOT 5 Panel (SAMSHA 5 Panel) Test for Marijuana, Cocaine, Opiates, Phencyclidine, and Amphetamines will be accepted.

Go to <http://www.samhsa.gov/workplace/drug-testing> for a list of USCG Drug Testing Sites and certified labs or

1. Look in the local phone book in the Yellow Pages
2. Go to the category “**DRUG TESTING DETECTION SERVICES OR DRUG DETECTION SERVICES**”.
3. In the category, look for a business entity that can assist in providing a **DOT (Department of Transportation)** drug test.
4. Contact that business and explain that you need a DOT 5 panel drug test to complete your USCG license/MMC transaction.

5. The business entity should be able to provide a one-stop service to include arranging for the collection of the specimen, laboratory analysis of the specimen at a SAMHSA accredited laboratory, and Medical Review Officer (MRO) services for review of the specimen results.

SOME DRUG TESTING FACILITIES IN NORTH CAROLINA

Absolute Assurance Drug Testing – 713 East Simmons Street, Goldsboro, NC - 919-735-0094
Absolute Assurance Drug Testing – 3417-C Trent Road, New Bern, NC - 252-241-4808
BlueArbor.com - Tesi Staffing & Employee Screening - www.bluearbor.com to find a location.
1512 Gum Branch Road, Jacksonville, NC 28540 - 910-938-7184
5413 Morton Road, New Bern, NC 28562 - 252-638-3036
5286-D Highway 70 West, Morehead City, NC 28557 - 252-247-1800
Shipyard Medical - 2632 Carolina Beach Road, Ste3, Wilmington, NC 28412 - 910-794-3939
G&G Drug Testing, LLC - 790 Cardinal Road, New Bern, NC 28560 - 252-514-2204 (\$40.00-\$45.00)

TWIC - Transportation Workers Identification Credential Card - If applying for OUPV, Master, Able Seaman, STCW Certificate or Endorsements. **NO** mariner credentials will be issued without confirmation that an applicant holds a TWIC card. Information to enroll for TWIC can be found by calling 1-855-347-8371 or www.universalenroll.dhs.gov/programs/twic

It's important that when you enroll for your TWIC that your occupation be **“MERCHANT MARINER”**.

****** If you are not required to renew your TWIC, check the box in Section III, on page 5 of 6, on the Application Form CG-719B******

LICENSE RENEWAL COURSE – This 2-day class is for the licensed mariner who **does not have the required 360 days of sea service in the last 5 years to renew their license**. The course covers renewal for OUPV and Masters of not more than 100-Tons for operations in the Great Lakes, Inland and Near Coastal areas.

SEA SERVICE – (from age 16 forward)

Link for Fillable Form CG-719S - <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center-NMC/forms/>

DOCUMENTATION OF SEA SERVICE - Vessel owners may attest to their own service on “Small Vessel Sea Service Forms” provided proof of ownership is attached. Proof of the applicant’s ownership may be shown by attaching a copy of the title, bill of sale, state registration or certificate of documentation to the sea-service form. In North Carolina, you may call 800-628-3773 for a transcript of vessels that you registered in NC. If someone other than the applicant owns the vessel, the owner, operator or master signature must be included at the bottom of the sea service form. If the applicant is not the owner, and the form is signed by the owner, operator or master, proof of ownership is not required.

Proof of service on vessels over 200 gross registered tons may come from employers in various formats. The evidence produced by the applicant must be original documents containing the amount and nature of their experience. At a minimum, the organization or employer’s letter or form **MUST INCLUDE** the following:

1. Name and documentation/official number of each vessel on which the service was obtained (search by vessel name for documentation number - <http://www.st.nmfs.noaa.gov/st1/CoastGuard/index.html>)

2. Vessels gross tonnage, shaft horsepower and type of propulsion.
 3. Number of days underway on each vessel including the dates the service was obtained.
 4. Number of days spent in each type of route (Ocean, Near Coastal, Inland, specific river or lake, etc.).
 5. Minimum 4 hrs per day for OUPV and Master – Minimum 8 hours per day for Able Seaman.
 6. Average number of hours worked per day.
 7. A brief description of duties or work performed.
- **REQUIRED NUMBER OF DAYS SEA SERVICE FOR OUPV AND MASTER** – For licenses up to 100 gross registered tons (GRT) a “day” is defined as a minimum of **4 hours** of watch standing or work day on motorized vessels, not including overtime (four hours to 24 hours count as **one** day). Personal watercraft (wave runner/jet ski) and sailboats without motors cannot be used for sea service.

MINIMUM SEA SERVICE REQUIREMENTS for OUPV and MASTER (minimum “4-hour” days)

	<u>NEAR COASTAL</u>	<u>GREAT LAKES</u>	<u>INLAND</u>
OUPV (6-Pack)	360 (90 must be offshore)	360 (90 days on Great Lakes)	360
Master 25-100 GRT * (CFR 46 11.422)	720 (360 must be offshore)	360 (90 days on Great Lakes)	360

* You can find the tonnage requirements at <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center/>, Checklists, National Officer Endorsements (licensed) for Deck. Choose Master of Self-Propelled Vessels less Than 100 GRT for Great Lakes &/or Inland or Near Coastal waters from the drop down menu depending on what you are applying for.

RECENCY - This requirement does **not apply** to Able Seaman applications. It pertains to captains licenses only. The applicant for any original license or raise of grade of a license must have at least 90 days qualifying service within the three years immediately preceding the date of application.

- **REQUIRED NUMBER OF DAYS SEA SERVICE for ABLE SEAMAN** - This service is based on the number of days the applicant has worked at sea. A day is defined as **eight hours** of watch standing or work day, not to include overtime. On commercial vessels where a twelve hour work day is authorized and practiced, such as on a six-on, six-off watch schedule, each work day may be credited for one and one-half days of service. Required sea service is specified in months or years, which is then converted to days, i.e., one year consists of 360 days, one month is 30 days. Sea service may be documented on sea service forms (notary not required), original certificates of discharge, pilotage service and billing forms, or official documents from marine companies on original company letterhead signed by officials or licensed Masters.

MINIMUM SEA SERVICE REQUIREMENTS FOR ABLE SEAMAN (represented in “8-hour” days)

<u>SPECIAL</u>	<u>LIMITED</u>	<u>UNLIMITED</u>
180*	360**	540 ***

- * Sea service may be on power-driven vessels operating on oceans or the navigable waters of the United States, including the Great Lakes, provided that the work qualifies as “service on deck.”

“Service on deck” is defined as "service in the deck department doing work usually performed onboard vessels by AB's and **may include** service on **fishing, fish processing, fish tender vessels** and on **public vessels** of the US." Sea service that is other than **“Service on Deck”** counts for one day for every four days of actual sea service (engineering, etc). Sport fishing, water skiing, sight seeing, etc. does not qualify.

** Sea Service must be on vessels over 100 gross registered tons not exclusively confined to rivers and smaller inland lakes of the United States.

*** Sea service must be on vessels operating on oceans or Great Lakes.

NOTE: 18 U.S. Code, Section 1001 provides that the intentional making of false or fraudulent statements or representations in any matter within the jurisdiction of any department or agency of the United States is a Federal crime punishable by a \$10,000.00 fine, or 5 years imprisonment or both. In signing forms or submitting knowingly fraudulent application information, an applicant acknowledges awareness of the meaning of the statute. Accordingly, in those cases where there is evidence of criminal liability, the case will be forwarded to the local U.S. Attorney for appropriate action or applications may be denied.

SAIL ENDORSEMENT - Required on Masters license in order to carry 7 or more passengers for hire under sail on an inspected vessel. Requires 360 days experience under sail. The OUPV license includes power and sail up to six passengers (no need for sail endorsement on the OUPV license).

TOWING ENDORSEMENT – Required on a Masters or OUPV license if you intend to provide towing services for a fee. This endorsement applies to any license up to the Master of 200 Gross Registered Tons. There is no additional sea service time required other than time required for the license.

MILITARY AND FOREIGN SEA SERVICE - Experience and service acquired on military/foreign vessels is creditable for establishing eligibility for an original license, subject to evaluation by the Coast Guard to determine that it is a fair and reasonable equivalent to service acquired on merchant vessels of the United States, with respect to grade, tonnage, horsepower, waters, and operating conditions.

Military personnel who have been separated from active duty may obtain these records by completing a Request Pertaining to Military Records (Form SF-180). The links can be found on this brochure at <http://www.dco.uscg.mil/Our-Organization/Assistant-Commandant-for-Prevention-Policy-CG-5P/National-Maritime-Center/>.

Military sea service for a captain's license is credited at a rate of 60% of the time assigned to a vessel provided the applicant was directly involved in the navigation of the vessel (helmsman, lookout and other bridge watches). 25% of sea service that does not involve navigation may be used toward an able seaman certification (60% x 25% = 15%). Service on submarines is normally creditable towards a deck license, however at least

25% of the required sea time must be on a surface vessel. Foreign sea service should include any necessary translation into English.

FOREIGN CITIZENSHIP – Persons with foreign citizenship can obtain an OUPV (6-Pak) License, Able Seaman Certification, or STCW Certificate.

BASIC TRAINING CERTIFICATES (Formally STCW-95 Basic Safety Training). The Basic Training course consists of 4 modules; Elementary First Aid, Basic Fire Fighting, Personal Safety & Social Responsibility and Personal Survival Techniques. (You can attach your STCW Basic Training Certificates to an Ordinary Seaman.)

FIRST AID & CPR CERTIFICATES – OUPV and Master **Only**

All applicants for original **OUPV** and **MASTERS** license must present a photocopy of original certificate indicating completion of an USCG approved First Aid Course, taken within twelve months of application submission date, and a valid CPR (cardiopulmonary resuscitation) card :

FIRST AID - The American National Red Cross "Standard First Aid and Emergency Care," the "Multi-Media Standard First Aid" course (P.A.D.I.), a Coast Guard approved first aid training course, or a course the Coast Guard determines exceeds the standards of the Red Cross courses.

CPR - The American National Red Cross, the American Heart Association, the "Multi-Media Standard First Aid" course (P.A.D.I.), or a Coast Guard approved CPR training course.

Captain Jim Holley, Certified First Aid and CPR Instructor - Captain Jim Holley is a member of P.A.D.I. He offers the "Emergency First Response" course on Tuesday or Thursday evening the week of our OUPV course at each of our regularly scheduled North Carolina locations.

U.S.C.G. APPROVED COURSE - Among the U.S. Coast Guard approved First Aid/CPR courses is the "Emergency First Response Course" (satisfies First Aid, CPR and AED requirements) offered by the Professional Association of Diving Instructors (P.A.D.I.):

If you cannot make one our scheduled First Aid/CPR Classes, contact Captain Jim Holley at 252-249-7260 or captjim@graystrokes.com to schedule a class with him.
