

Rejection of Incomplete Merchant Mariner Credential (MMC) Applications During Initial Screening

The National Maritime Center (NMC) will begin rejecting incomplete merchant mariner credential (MMC) application submissions during initial screening beginning December 1, 2024. MMC application submissions that are incomplete due to missing the following required items will be rejected:

- a [complete CG-719B](#) on the current version of the [form](#)
- evidence the applicant holds or has applied for a [TWIC](#) card
- evidence of payment of the required evaluation [fee](#) (use of [pay.gov](#) is the preferred method of fee payment)
- evidence of satisfying applicable [drug testing requirements](#).

If an application package is found to be missing any of these items during initial screening, the applicant will be e-mailed a Notice of Rejected Incomplete Application indicating what is missing (see page 2 of this announcement for a sample notice). If the original submission is rejected, the applicant will have to resubmit the entire application package and include the missing item(s). The documentation in the application submission will not be retained by the NMC or returned to the applicant. Guidance on how to complete an MMC application can be found on the [NMC website](#).

If submitting via regular mail or other courier service (FedEx, UPS, etc.), please retain a copy of your submission including all original documents.

Should you have any questions, please contact the NMC Customer Service Center by using the [NMC online chat system](#), by e-mailing IASKNMC@uscg.mil, or by calling 1-888-IASKNMC (427-5662).

Sincerely,

/B. W. Clare/

Captain, U.S. Coast Guard
Commanding Officer

NOTICE OF REJECTED INCOMPLETE APPLICATION

MARINER REF #:

MARINER NAME:

Your application package has been rejected during initial screening.

Please resubmit your FULL application to MMCAApplications@uscg.mil and include the missing items indicated below.

The National Maritime Center does not retain or return items submitted in a rejected application package.

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| No Evidence of Holding or Applying for a Valid TWIC | <input type="checkbox"/> Please submit one of the following as proof of your application for a TWIC : <ul style="list-style-type: none">• TWIC application receipt• TWIC exemption statement• TIM # |
| 719B Cannot be Processed | <input type="checkbox"/> Your 719B will not be processed for one or more of the following reasons: <ul style="list-style-type: none"><input type="checkbox"/> Signature missing on page 4<input type="checkbox"/> Cannot determine credentials requested in Section II<input type="checkbox"/> Check National Driver Registry (NDR) box on page 4<input type="checkbox"/> Oath missing or incorrect<input type="checkbox"/> Obsolete form<input type="checkbox"/> Missing affidavit for duplicate<input type="checkbox"/> Other: See notes below |
| No Evidence of Satisfying Applicable Drug Testing Requirements | <input type="checkbox"/> Your drug test is not valid for one or more of the following reasons: <ul style="list-style-type: none"><input type="checkbox"/> Missing DOT 5 Panel drug test<input type="checkbox"/> Result is negative dilute<input type="checkbox"/> Non-Substance Abuse and Mental Health Services Administration (SAMHSA)-approved lab<input type="checkbox"/> Medical Review Officer (MRO) not certified<input type="checkbox"/> Drug test/employer letter older than 185 days<input type="checkbox"/> Other: See notes below |
| Missing Evaluation Fee | <input type="checkbox"/> Please submit a pay.gov receipt as proof of payment for your evaluation fee . |
| Missing 719C or Equivalent Statement | <input type="checkbox"/> Your application indicates a conviction in Section 3, which requires one or more of the following: <ul style="list-style-type: none"><input type="checkbox"/> Missing 719C or written conviction statement<input type="checkbox"/> Missing dangerous drug statement |
| NOTES: | |