

Correspondence Coursework Guide

Whether you are a League Cadet or a Sea Cadet you will be required to complete Correspondence Coursework in order to progress as a Cadet and advance in rank. Correspondence Courses are study material approved by Naval Educational Training Command (CNET) for use by the USNSCC to teach Cadets about seamanship, US Navy organizational structure, operations, basic military requirements, customs, and traditions and about US Naval ships and technology. Correspondence courses for more advanced ranks also teach leadership principles and fundamentals. Ideally, after you have completed your Correspondence Coursework as a Sea Cadet Seaman (E3), you should have the same level of knowledge as an Enlisted Seaman (E3) in the US Navy. Each rank requires a set of assignments to be completed from a specific Correspondence Coursework manual. Use the tables below to identify the Correspondence Courses you are required to complete to advance to the next rank.

League Cadet

Apprentice Cadet	APC/LC2	NLCC Syllabus -Part One	Lesson 1-8
Able Cadet	ABC/LC3	NLCC Syllabus -Part Two	Lesson 1-10
Petty Officer 3 rd Class	PO3/LC4	NLCC Syllabus -Part Three	Lesson 1-9
Petty Officer 2 nd Class	PO2/LC5	NLCC Syllabus -Part Four	Lesson 1-9
Petty Officer 1 st Class	PO1/LC6	NLCC Syllabus -Part Five	Lesson 1-10
Ship's Leading Petty Officer	SLPO/LC7	Basic Military Requirements	Assignment 1-6

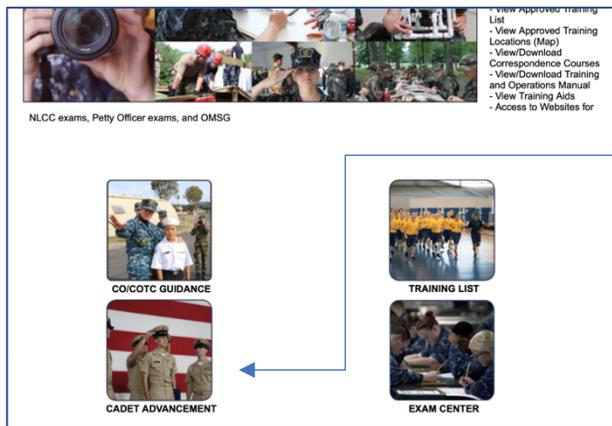
Sea Cadet

Seaman Apprentice	SA/E2	Basic Military Requirements	Assignment 1-15
Seaman	SN/E3	Seaman	Assignment 1-4
Petty Officer 3 rd Class	PO3/E4	Military Requirements for PO3/PO2	Assignment 1-2
Petty Officer 2 nd Class	PO2/E5	Military Requirements for PO3/PO2	Assignment 3-5
Petty Officer 1 st Class	PO1/E6	Military Requirements for PO1	Assignment 1-7
Chief Petty Officer	CPO/E7	Military Requirements for Chief Petty Officer	Assignment 1-6

How to access your Correspondence Coursework:

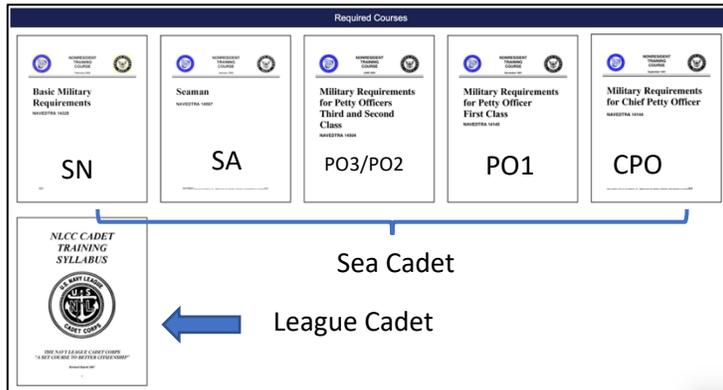
1. Go to the Sea Cadets Homeport website: <https://homeport.seacadet.org>

2. Click on the “Training” tab in the top toolbar.



3. Click on the “Cadet Advancement” icon.

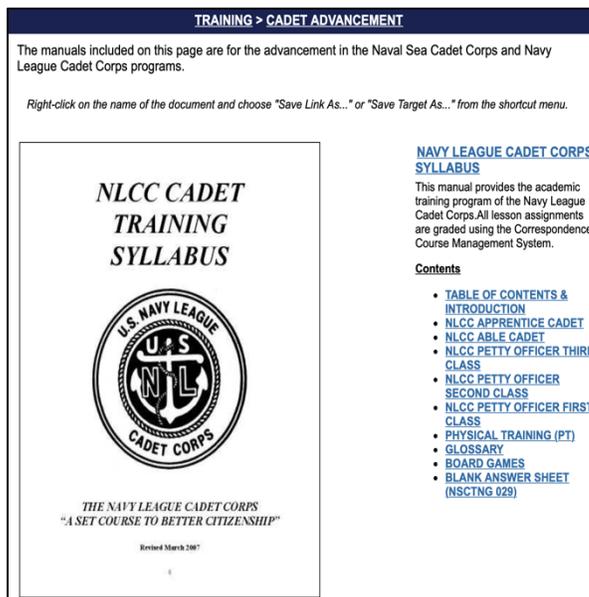
4. Click on the Course you currently are assigned.



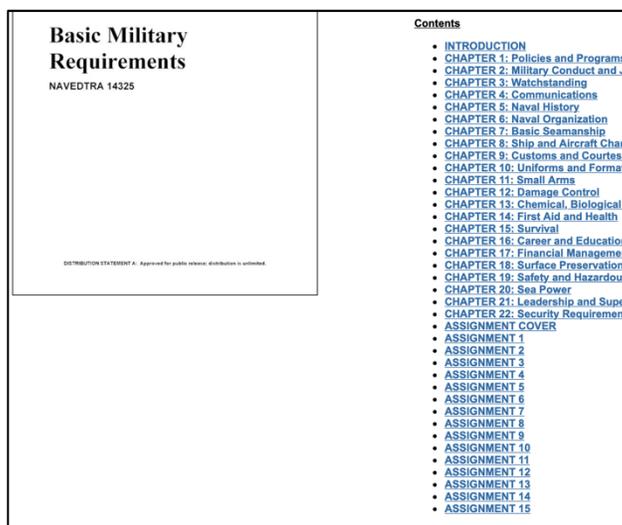
League Cadets click on “NLCC Cadet Training Syllabus”

Sea Cadets click on the Course required for your rank.

5. Click on the your next assignment.



League Cadets will select the assignment that matches the rank they’re working on for advancement.



Sea Cadets will select the next applicable “Assignment”.

How to Complete your Coursework Assignments

League Cadet Syllabus Lessons

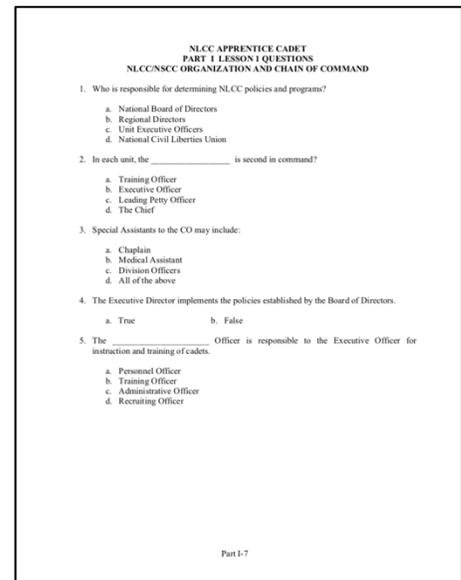
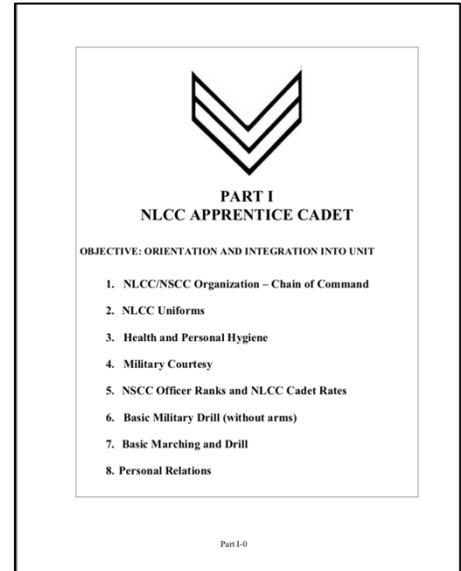
1. Open the assignment that corresponds to your next rank.
 - a. The First Page of each assignment will list the titles of all Lessons you need to complete for that rank.

For example, NLCC Apprentice Cadet Part I has 8 lessons to complete.

- b. At the end of each lesson you will find Lesson Questions, a set of multiple choice questions that will test you on your knowledge of what you read/learn. We suggest you print off the questions page and have it in front of you as you begin reading the study material for that Lesson.

- c. Read the study material for each Lesson. And as you do this, you can begin to answer the questions listed on the Lesson Questions page your printed off. You are permitted to look up the answers.

- d. All answers need to be inputted onto the “NLCC Syllabus Practical Factors Answer Sheet” (NSTNG 029)

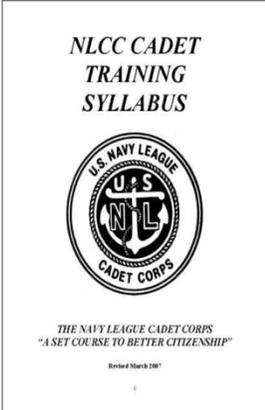


- e. The answer sheet can be found on the same web page you found your assignment.

Print the answer sheet at home or ask the Training Officer for a copy.

The manuals included on this page are for the advancement in the Naval Sea Cadet Corps and Navy League Cadet Corps programs.

Right-click on the name of the document and choose "Save Link As..." or "Save Target As..." from the shortcut menu.



**NLCC CADET
TRAINING
SYLLABUS**

THE NAVY LEAGUE CADET CORPS
"A SET COURSE TO BETTER CITIZENSHIP"

Revised March 2017

NAVY LEAGUE CADET CORPS SYLLABUS

This manual provides the academic training program of the Navy League Cadet Corps. All lesson assignments are graded using the Correspondence Course Management System.

Contents

- TABLE OF CONTENTS & INTRODUCTION
- NLCC APPRENTICE CADET
- NLCC ABLE CADET
- NLCC PETTY OFFICER THIRD CLASS
- NLCC PETTY OFFICER SECOND CLASS
- NLCC PETTY OFFICER FIRST CLASS
- PHYSICAL TRAINING (PT)
- GLOSSARY
- BOARD GAMES
- BLANK ANSWER SHEET (NSCTNG 029)



Answer Sheet

- f. Fill out your Name, Rate and email address in the appropriate blocks.

DO NOT fill in your SSN.

Fill in the Lesson you are working on in the "Syllabus Part Number/Name" block.

Fill in the date you submit the assignment in the "Date Submitted" Block.

Fill in the blocks for the correct answers to the Lesson Questions. Make sure you are filling in the blocks in the column for the correct Lesson.

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS		NLCC SYLLABUS PRACTICAL FACTORS ANSWER SHEET		This form may be locally reproduced											
INSTRUCTIONS															
1. Use this form to submit NLCC practical factor lessons. 2. Document should be destroyed after it has been recorded in the appropriate training and administrative records.															
1. MEMBER INFORMATION															
1a. Last Name	1b. First Name	1c. Rate	1d. SSN (Last 5)												
1e. Email Address			1f. Date of Birth (DD MMM YY)												
2. COURSE INFORMATION															
2a. Syllabus Part Number/Name (i.e. Part 8 - Able Cadet)		2c. Date Submitted (DD MMM YY)	2d. Final Score												
3. ANSWERS															
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NSCTNG 029 (REV 11/15)															

- g. Double Check your answers! Once your assignment is submitted, you won't get another attempt to answer questions.
- h. When you are finished with one or more Lesson assignments, submit your answers to the Training Officer to be graded.
- i. You may turn in our coursework one lesson at a time or all at once. We recommend you turn them in as you get them finished.

Sea Cadet Correspondence Assignments

1. Select the Course Manual for the rank you are working to advance to from the Cadet Advancement page.

a. Your Assignment questions are selected separately from the course chapters. They're not found at the end of each chapter as with the League Cadet Syllabus.

b. Each Assignment will identify which chapters the questions correspond with. One assignment can require you to read more than one chapter.

c. Answer the Lesson Questions to the best of your ability. It is ok to answer the questions as you are reading the material. Please note that the answers are found in order through the reading. For example, the answer to question #5 will be in the material before the answer to question #6. So if you found the answer for question #6 but not #5, you know you need to look back in earlier material. Think of this like an open book test and use the chapter material to help you.

d. All answers need to be marked on the "Correspondence Course Answer Sheet" (NSTNG 028)

Basic Military Requirements
NAVEDTRA 14325

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

This course is used for advancement of NSCC personnel to Seaman Apprentice (E-2).

Contents

- INTRODUCTION
- CHAPTER 1: Policies and Programs
- CHAPTER 2: Military Conduct and Justice
- CHAPTER 3: Watchstanding
- CHAPTER 4: Communications
- CHAPTER 5: Naval History
- CHAPTER 6: Naval Organization
- CHAPTER 7: Basic Seamanship
- CHAPTER 8: Ship and Aircraft Characteristics
- CHAPTER 9: Customs and Courtesies Formations
- CHAPTER 10: Uniforms and
- CHAPTER 11: Small Arms
- CHAPTER 12: Damage Control
- CHAPTER 13: Chemical, Biological and Radiological (CBR) Defense
- CHAPTER 14: First Aid and Health
- CHAPTER 15: Survival
- CHAPTER 16: Career and Education Information
- CHAPTER 17: Financial Management and Stress Management
- CHAPTER 18: Surface Preservation
- CHAPTER 19: Safety and Hazardous Materials
- CHAPTER 20: Sea Power
- CHAPTER 21: Leadership and Supervision
- CHAPTER 22: Security Requirements and International Agreements
- ASSIGNMENT COVER
- ASSIGNMENT 1
- ASSIGNMENT 2
- ASSIGNMENT 3
- ASSIGNMENT 4
- ASSIGNMENT 5
- ASSIGNMENT 6
- ASSIGNMENT 7
- ASSIGNMENT 8
- ASSIGNMENT 9

Course Material

Assignment Questions

ASSIGNMENT 1

Textbook Assignment: Chapter 1 "Policies and Programs" and chapter 2 "Military Conduct and Justice."

1. Pollution can result when which of the following types of agents is/are introduced into the air, water, or soil?
 1. Biological
 2. Chemical
 3. Physical
 4. All of the above
2. Which of the following operations causes the most pollution?
 1. Industrial
 2. Municipal
 3. Transportation
 4. All of the above
3. Which of the following materials is the primary municipal pollutant?
 1. Raw or inadequately treated sewage
 2. Radioactive waste
 3. Petroleum products
 4. Acids
4. Which of the following modes of transportation creates most air pollutants?
 1. Trains
 2. Waterborne vessels
 3. Motor vehicles
 4. Aircraft
5. Which, if any, of the following effects of pollution is the most serious?
 1. Psychological
 2. Biological
 3. Physical
 4. None of the above
6. Steel erodes faster than normal when exposed to which of the following air pollutants?
 1. Pesticides
 2. Herbicides
 3. Zinc oxides
 4. Sulfur oxides

7. Most pesticides fall into which of the following categories?
 1. Selective
 2. Nonspecific
 3. Preselective
 4. Control selective
8. What is the primary pollution concern of Navy personnel?
 1. Noise pollution
 2. Shore command wastes
 3. Shipboard wastes
9. Which of the following terms identifies abatement?
 1. Maintaining
 2. Raising
 3. Lowering
 4. Containing
10. Under the Clean Air Act, what government body has the primary responsibility for assuring air quality?
 1. Federal government
 2. Each state
 3. Local municipalities
 4. Department of Transportation
11. Virtually all Navy ships have some type of sanitation device installed. Which of the following types of systems retains sewage on board for discharge ashore or in waters where discharging is allowed?
 1. Direct discharge
 2. Positive flow
 3. Marine sanitation
 4. Collection, holding, and transfer
12. When operating sanitation devices in foreign waters, Navy ships comply with which of the following requirements?
 1. Status of Forces Agreement
 2. Coast Guard instructions
 3. NAVFAC guidelines
 4. All of the above

1

- e. The answer sheet can be found on the same web page you found your assignment.

Print the answer sheet at home or ask the Training Officer for a copy.

- f. Fill out your Name, Rate and email address in the appropriate blocks.

DO NOT fill in your SSN.

Fill in the Course you are working on in the “Course Name” block.

Fill in the date you submit the assignment in the “Date Submitted” Block.

Fill in the Assignment Number you are working on in the “Assignment” block.

Fill in the blocks for the correct answers to the Assignment questions. Make sure you are filling in the blocks in the column for the correct Lesson.

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS		CORRESPONDENCE COURSE ANSWER SHEET				This form may be locally reproduced								
INSTRUCTIONS														
1. Use this form to submit NSCC correspondence courses.														
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1. MEMBER INFORMATION														
1a. Last Name			1b. First Name			1c. Rate		1d. SSN (Last 5)						
1e. Email Address					1f. Date of Birth (DD MMM YY)									
2. COURSE INFORMATION														
2a. Course Name (i.e. Basic Military Requirements)					2b. Date Submitted (DD MMM YY)		2c. Assignment #		2d. Score					
3. ANSWERS														
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20	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	45	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	70	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	46	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	71	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	47	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	72	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	48	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	73	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	49	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	74	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	50	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	75	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- g. Double Check your answers! Once your assignment is submitted, you won't get another attempt to answer questions.
- h. When you are finished with one or more Assignments, submit your answers to the Training Officer to be graded.