

Cryptologic Technician (Technical) (CTT) Conversion Package Checklist

updated 9 April 2021

Eligibility Requirements:

- The CTT rating requires a TS/SCI clearance. An initial screening interview must be completed prior to submitting a conversion package. This interview is initiated via an SF-86 and can be completed using a fillable PDF available from: <https://www.gsa.gov/forms-library/questionnaire-national-security-positions>
- The SF-86 must be submitted directly to the CTT ECM for processing. The SF-86 shall not be submitted by the command to an adjudicator. This way the command does not have to pay for the background investigation. Due to the personal information on this form, use encrypted email or via DoD SAFE <https://safe.apps.mil>. CAC login prompt uses SIGNATURE (aka Email) certificate or AUTHENTICATION certificate.
- Sea Duty for CTTs includes Naval Aircrew and Direct Support assignments onboard submarines. All applicants for CTT are required to volunteer for duty involving aerial flight and for duty onboard submarines. No medical screening for either program is required. Sailors who are later found to be Not Physically Qualified for either program will not normally lose their rating.
- Based on the results of the initial screening interview, the ECM will advise the Sailor to submit the conversion package.

Security

- Applicant must be a U.S. citizen. **NO WAIVERS**
- All of the applicant's immediate family must be U.S. citizens. **(May not be required of family members of certain countries)**

Academic

- ASVAB composite of AR + 2MK + GS \geq 212 or AR+MK+CT \geq 159 and CT \geq 60 or greater
NO WAIVERS

Service

- Access the CTT Community Summary at <https://www.mynavyhr.navy.mil/Career-Management/Community-Management/Enlisted/Information-Warfare/CTT/> for open paygrades and year groups
- No more than 10 years of service
- Within 1 year of PRD or EAOS and met Time on Station requirements
- Willing to OBLISERV an additional 36 months post C School completion

Performance

- Evaluation marks at least “3.0” or higher and promotion recommendation of “P” or higher for past 36 months
- Meets PFA/BCA standards - no PRT failures for the past 36 months (6 PFA cycles)
- No NJP for 36 months prior to request

Physical

- Eye sight - normal color perception
- Speech - no speech impediment
- Worldwide assignable – shore, ships, aircrew, and subs

Package Documentation Requirements (after notification by CTT ECM to proceed with conversion):

- 1306/7 requesting conversion to CTT; signed by CO or delegated By Direction
- Copy of ASVAB scores
- Copies of evaluations for past 36 months
- PRIMS PFA and BCA results for last four years
- CWAY qualified job listing
- Page 13 volunteering for Aircrew Duty per MILPERSMAN 1220-010
- Page 13 volunteering for Submarine Duty per MILPERSMAN 1306-402

Submit package via MNCC to askmncc.fct@navy.mil. This will allow encrypted email due to the PII involved.

Note: The processing of conversions can be a lengthy process due to the extensive chop-chain and background investigation timeline. Delays normally occur as a result of incomplete package submissions. Please ensure all required documents are included when submitting requests.

CTT ECM contact information: (901) 874-2903

_____ : I, _____, hereby volunteer for duty in any type of submarine in the Atlantic or Pacific Fleet. I understand my minimum initial sea tour will be 36 months, regardless of prior sea duty. I also agree to extend my enlistment or to reenlist, if necessary, to meet obligated service (OBLISERV) requirements per MILPERSMAN 1306-604.

Member's Signature

Witnessed: _____
(Commanding Officer, Executive Officer, CMC, or Command Career Counselor)

Submarine Page 13

_____: I, _____, hereby volunteer for the Aircrew Program. I understand the following concerning rigorous physical requirements of the Aircrew Program:

1. I am volunteering for aircrewman duty, which necessarily includes Naval Aircrewman Candidate School. If I voluntarily disenroll from training as an aircrewman student, I will no longer be eligible for further aircrew training. Initial: _____
2. I can swim. Initial: _____
3. I must be certified as a Second-Class Swimmer before beginning aircrew training. Initial: _____
4. I must pass the Navy Physical Fitness Assessment (PFA) with a "satisfactory-medium" in all categories to enter aircrew school. Initial: _____
5. I must meet the following minimum physical fitness requirements to graduate from aircrew school:
 - a. Be able to perform extensive daily calisthenics.
 - b. Pass a Navy PFA with a "good-medium" in all categories for my age and gender.
 - c. Swim:
 - (1) 1 mile in flight suit in 80 minutes or less using sidestroke, breaststroke, or American crawl.
 - (2) 100 yards in full flight gear (flight suit, boots, helmet, gloves, and deflated life preserver) using each of the survival strokes for 25 yards (sidestroke, breaststroke, elementary backstroke, and American crawl), followed immediately by a 5-minute drown-proofing (face down prone float).
 - (3) In full flight gear, tread water for 2 minutes followed immediately by 3 minutes of drown-proofing.
 - (4) 200 yards (50 yards each breaststroke, elementary backstroke, sidestroke, and American crawl).
 - (5) Jump from a 12-foot tower and then swim 15 yards underwater wearing flight suit and boots using a modified breaststroke, immediately followed by floating using trouser inflation techniques.
 - (6) 75-yard flight equipment swim; 25 yards sidestroke; 25 yards breaststroke; 25 yards elementary backstroke; and 25 yards American crawl. Initial: _____

The Aircrew Program is physically demanding. My success will depend upon my own physical conditioning program, which I have established for myself prior to reporting.

Member's Signature

WITNESSED: _____
(Commanding Officer, Executive Officer, CMC, or Command Career Counselor)