

**USNSCC AURORA DIVISION  
ADMIN REQUEST CHIT**

*To Admin Officer:*

Name \_\_\_\_\_

- Place attached in service record
- Grade attached answer sheets.
- Note advancement to (rank):  
\_\_\_\_\_
- Prepare service record for training (date):  
\_\_\_\_\_
- Other:  
\_\_\_\_\_  
\_\_\_\_\_

C.O.'s Initials \_\_\_\_\_

*Use other side if more space needed*

**USNSCC AURORA DIVISION  
ADMIN REQUEST CHIT**

*To Admin Officer:*

Name \_\_\_\_\_

- Place attached in service record
- Grade attached answer sheets.
- Note advancement to (rank):  
\_\_\_\_\_
- Prepare service record for training (date):  
\_\_\_\_\_
- Other:  
\_\_\_\_\_  
\_\_\_\_\_

C.O.'s Initials \_\_\_\_\_

*Use other side if more space needed*

**USNSCC AURORA DIVISION  
ADMIN REQUEST CHIT**

*To Admin Officer:*

Name \_\_\_\_\_

- Place attached in service record
- Grade attached answer sheets.
- Note advancement to (rank):  
\_\_\_\_\_
- Prepare service record for training (date):  
\_\_\_\_\_
- Other:  
\_\_\_\_\_  
\_\_\_\_\_

C.O.'s Initials \_\_\_\_\_

*Use other side if more space needed*

**USNSCC AURORA DIVISION  
ADMIN REQUEST CHIT**

*To Admin Officer:*

Name \_\_\_\_\_

- Place attached in service record
- Grade attached answer sheets.
- Note advancement to (rank):  
\_\_\_\_\_
- Prepare service record for training (date):  
\_\_\_\_\_
- Other:  
\_\_\_\_\_  
\_\_\_\_\_

C.O.'s Initials \_\_\_\_\_

*Use other side if more space needed*