

DEPARTMENT OF HOMELAND SECURITY
U.S. Coast Guard
**OFFICER PROGRAMS DIRECT COMMISSION
AVIATOR INTERVIEW FORM**

1. Name of Applicant (*Last, First, MI*)

2. Date

3. Overall Impression: Compare this applicant to others you have interviewed or known. (*Note: Scores of 4 through 7 constitute a recommendation for selection.*)

NOT RECOMMENDED

RECOMMENDED

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

Comments

4. Scores

Performance of Duties

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

Communication Skills

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

Leadership Skills

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

Personal and Professional Qualities/Attitude and Motivation

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

Crew Resource Management/Operational Risk Management Skills

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

Safety Pilot/Copilot Skills

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

Aeronautical/Systems/Procedural Knowledge

Unsatisfactory

Limited Potential

Fair Performer

Good Performer

Excellent Performer

Exceptional
Performer

Distinguished
Performer

1 ☐

2 ☐

3 ☐

4 ☐

5 ☐

6 ☐

7 ☐

5. Names of Board Members

6. Rank

7. Command/Unit

8. Signature

**9. Total Interviews
Conducted**

10. Performance of Duties: Measures an applicant's ability to manage and to get things done.

Comments

11. Communication Skills: Measures an applicant's ability to communicate in a positive, clear, and convincing manner.

Comments

12. Leadership Skills: Measures an applicant's ability to support, develop, direct, and influence others in performing work.

Comments

13. Personal and Professional Qualities/Attitude and Motivation: Measures qualities which illustrate the applicant's character.

Comments

14. Crew Resource Management/Operational Risk Management Skills: Demonstrates an ability to grasp tenets of CRM with ease. Fully understands how CRM may enhance aircrew effectiveness; articulates skillful examples of use. Exhibits ability to apply principles of risk management and determine acceptable risks during mission execution.

Comments

15. Safety Pilot/Copilot Skills: Measures an applicant's understanding of the importance of the prudent safety pilot and ability to act assertively when needed.

Comments

16. Aeronautical/Systems/Procedural Knowledge: Measures an applicant's understanding of Federal Aviation Regulations, Instrument Procedures, ability to interpret aeronautical charts/approach plates, as well as applicant's basic understanding of aircraft systems, emergency procedures, and strategies for dealing with an in-flight emergency.

Comments

INSTRUCTIONS

The Officer Programs Direct Commission Aviator Interview Form is designed to help Officer Programs selection panels select applicants to be Coast Guard officers. **This form is utilized for evaluating candidates for the Direct Commission Aviator Program, a separate form CG5527 is not to be filled out.** The form is heavily based on the Officer Evaluation Report (OER) and the scale for each category is based on OER performance standards. While it should be remembered that applicants are not yet Coast Guard officers, they should have had opportunities to exhibit qualities that show they possess the character and potential necessary to be successful officers. Provide written comments in support of numeric markings for each category; it is not necessary to completely fill each block. Base these comments on what you observe during the interview or see in the supporting documentation in the applicant's package. Much like an OER, both the numerical evaluation and written comments are used by selection panels. Officer interview boards should review current Coast Guard Recruiting Command interview guidance, Article 4.B.2 of the Recruiting Manual, COMDTINST M1100.2 (series) and Articles 1.B.8 and 1.B.9 of the Officer Accessions, Evaluations, and Promotions Manual, COMDTINST M1000.3 (series), which provide guidance on officer interviews.

1. Self-explanatory.
2. Date of interview.
3. Marks in the **Overall Impression** block should summarize the interview board's recommendation of the applicant's suitability for service as a Coast Guard Officer, and therefore should be completed last. Scores of 4 through 7 constitute a recommendation for selection.
4. Self-explanatory.
5. Last name, first name, and middle initial.
- 6-8. Self-explanatory.
9. Interviewer's career total of officer applicant interview boards.
- 10-16. Self-explanatory.

Aviation Administrative Review Form

After the interview is scored and complete, use this form to document your review of the candidate’s application package. The purpose of this process is to resolve with the candidate any information in their application that the Selection Board would likely need clarified. Look for any potential inconsistencies, omissions, vague information, troubling information, or special talents or training which may require further questioning of the candidate to clarify. Document your findings on this form and use the reverse side if necessary. If no problems were noted, simply state the same and sign at the bottom. Once complete, return this form with the candidate’s package for inclusion and review by the DCA Selection Board.

Candidate Name		Date
Senior Member, Interview Panel		
Signature		