

How to fill out your 4187 for the AFCT Exam

Works best when opened in Adobe Acrobat

Box 1. – This block should be blank, remove any writing.

Box 2. – This has been filled out for you, please leave as is.

Box 3. – This is where your unit name and address goes. It can say commander on top if you would like: here is an example

Commander

Echo Co, 3-43 ADA BN

Fort Bliss, TX 79916

Box 4. – This is your name, (official), Last name, First name, Middle initial if you have one.

Box 5. - Should look like this (use your information): E7/SFC/ 91C

Box 6. – Your DoD ID #.

Box 7. – LEAVE BLANK

Box 8. – This has been filled in for you, leave as is.

Box 9. – Hand sign or with CAC (DON'T DO THIS TILL FORM IS FILLED COMPLETELY OUT)

Box 10. – Date that you signed the paperwork.

Section IV (4). – Answer all the questions! Take out the Date and Scores that are listed and replace with yours.

SM's may require a NIPR Account to test at Ft. Bliss. Come by the testing center or the education center to verify if you need to have one. You cannot be a DoD Visitor when you log on to the computer. S-6 will help you acquire one if needed.

Section V (5). – Your Commanders information in this section.

Box 11. – Has been pre-marked- **This needs to be marked IS APPROVED**

Box 12. - Commander's Name, Rank, Branch and Position

Box 13. – **Commander digitally signs with their CAC card.**

Box 14. – Commander dates when they sign.

Back page/2nd page – LEAVE BLANK