

MID-ATLANTIC REGION 052 TRAINING COMMAND 2019

*Petty Officer Leadership Academy (POLA) ** Recruit Training (RT)*

WELCOME PACKET

SERVICE JACKET

AT LEAST 2 WEEKS BEFORE YOUR ARRIVAL CHECK WITH YOUR COMMAND TO ENSURE THE FOLLOWING DOCUMENTS ARE SUBMITTED:

- NSCTNG 001- Request for Training Authority
- NSCADM 001 pages 3/4 - Report of Medical History (within 30 days of training)
- NSCADM 001 pages 5/6 - Report of Medical Exam (within one year of training)
- NSCADM 001 pages 7/8 - Report of Medical History Supplemental - Signed by Doctor if prescription medications are listed (write N/A if nothing is listed)
- NSCADM 001 page 9/10 - Request for Accommodation (write N/A if no accommodations are needed)
- Copy of Medical Insurance Card (front and back).
- Copy of Immunization Records

If we do not have the required forms, you will not be allowed to attend the training.

PAYMENTa

Money Order or Cashier's Check made payable to USNSCC must be mailed to:
507 Barksdale Road Joppa, MD 21085

	Amount	Due Date
Petty Officer Leadership Academy (POLA)	Included in RT	
Staff Cadets - Recruit Training	\$220	10 June 2019
Recruit Training	\$220	10 June 2019

DAYS & TIME

Training Address: **4229 Beal Rd Gunpowder, Maryland 21010 - Barracks 4229 (Google maps is recommended for directions.)**

	Training Dates	Arrival	Dismissal
Staff/POLA Cadets - Recruit Training	28 June 2019 - 07 July 2019	28 June 2019 18:00 hrs	07 July 2019 EST: 1500
Recruit Training	29 June 2019 - 07 July 2019	29 June 2019 14:00 - 16:00 hrs	07 July 2019 13::00

- **DO NOT TRAVEL IN UNIFORM**
- Upon arrival parents will be directed to a waiting area as cadets complete the check in process, photos will be available of check in online by the following evening.
- All personnel entering the post must have either a DOD CAC, Military ID active, retired, or Contractor or current State ID to enter post, entry will be assisted by sea cadet personnel outside of the main gate. Lastly if your cars current registration is expired you will not be allowed on post. As well if they detect an active warrant for any year they maybe arrested.
- If you have any concerns contact the COTC at 443-415-8441.

TRAVEL BY AIR/TRAIN/BUS

- If you are traveling by Plane the closest Airport is **BWI Thurgood Marshall**. Recommended arrival times is on the 29th / 5th before 1300 (1pm) and Departure on the 7th after 1500 (3pm)
- If you are traveling by Train the closest station is **Baltimore Pennsylvania Station**. Recommended arrival times is on the 29th / 5th before 1300 (1pm) and Departure on the 3rd / 11th after 1400 (2pm)
- If you are traveling by Bus the closest station is **Baltimore Downtown Bus Station**. Recommended arrival times is on the 29th / 5th before 1300 (1pm) and Departure on the 3rd / 11th after 1400 (2pm)
- If you are planning to travel by any means other than being driven to the training by parents, guardian, Sea Cadet staff or riding in with a shipmate. Please contact the NP/LB-MD-1801 COTC by email at ebanks@seacadets.org to notify of travel plans and arrival/ departure times to arrange pick up/ drop off

PRIOR TO ARRIVING

- Have a full sea bag (all items accounted for including notebook & pens) according the Sea Bag list attached. Most items are mandatory for training. We do not have any spare to provide in case you forget something. Don't bring anything that isn't on the list.
- At least 2 sets of NWUs (or BDU alternate) are required for the training. We may only wash the PT uniform. You are to arrive with 2 or 3 sets, but you will have to try extra hard to keep clean and neat and this may put you at a disadvantage. Be sure you at least have the required amount of underwear and socks. Also – Blue T-shirts for NWUs. White for Dress Uniform.
- Hair cut short (males) or put up neatly off the collar (females). See USNSCC/USNLCC Regulations.
- No facial hair
- Have your ID card (must be current) – without this you will not be able to gain access onto the base.

PHYSICAL FITNESS

START WORKING OUT NOW TO GET PHYSICALLY FIT.

There are two P.T. (physical training) sessions each day. This is strenuous exercise. If you anticipate a problem, let us know when you send in your Request for Training Authority. Start practicing NOW. Upon arrival you should be able to do the following exercises:

- ✓ Warm up stretches (various stretches from head to toe)
- ✓ Jumping Jacks – 25 reps
- ✓ Push-ups – 25 reps
- ✓ Flutter kicks – 10 reps
- ✓ Sit-ups – 25 reps
- ✓ 8-count Body Builders – 10 reps
- ✓ 1-Mile Run
- ✓ Running in place

Note: We will not turn you away if you cannot do them at check-in, but PT may be harder for you.

EAT HEALTHY

- You will receive only 3 meals a day. There will be no in-between meal snacks. No soda, no junk food, etc. Start eliminating these items from your diet at least 2 months before your arrival at boot camp. You will find that you will feel better at training if you do.
- If you have dietary restrictions, please include them with your Request for Training Authority.
- Staying hydrated is of CRITICAL IMPORTANCE at training. You will be required to carry a full canteen of water each time you go out of the barracks. You will drink the equivalent of at least 8 glasses of water each day. More in some cases depending on the weather.
- Start drinking water at least 2 months prior to training and increase the quantity gradually so that your body is prepared upon arrival. Again, you'll feel better at training if you do.

- If you are accustomed to drinking coffee/tea, energy drinks, etc. start eliminating those from your diet as well. The only items available to drink at training are water of course and milk and fruit juice at meals. It's better to go through the "lack of caffeine headaches" at home than at training.

TIPS FOR CHECK-IN

- Address or respond to officers and staff as appropriate: Sir/Ma'am, Chief, Petty Officer (PO3-PO1) or Seaman/Seaman Apprentice (E3/E2).
- Be attentive to instruction.
- There will be many people in a small space – please keep noise to a minimum while waiting.
- You will undergo a medical check and a sea bag inspection. Have your ID and any medications ready to present when requested. A Medical History Supplemental form must be sent ahead of time with any prescription and over the counter medications you may be taking listed on it – the form must be signed by your doctor for prescription medications. This should be sent in with the Request for Training Authority. If you start a medication just prior to training, be sure to bring the form with you.
- Please tell your parents/escorts that they have to stay until you are fully checked in.
- You will get to say goodbye at the end of check-in. Be sure to tell your parents/escort the division you are assigned to.

ASSIGNMENT WITHIN THE SHIPS COMPANY

- You will be assigned to a Division: Alpha, Bravo, Charlie or Delta
- Get along with your Division Commander (DC)/Assistant Division Commander (ADC)
- Try to obtain a position of leadership within your division, for example: RPOC, ARPOC, Master-At-Arms (MAA), Guidon Bearer or Squad Leader
- Volunteer and show company spirit
- Be a team player (get along and work with others)
- Your Division Commander will have the most input on your evaluations

BUNK/LOCKER ASSIGNMENT

- These are your personal responsibility to keep squared away.
- Make your bunk and arrange your locker as prescribed in your manual (issued at check-in).
- NOTE: It is important to make your bunk and keep your gear (that you don't carry with you) in your locker (NO GEAR ADRIFT).

CLASSROOM INSTRUCTION

- Stay alert – if you feel drowsy, it's okay to get up with your notebook and pen and stand in the back of the room. Don't make the instructor to tell you to stand up.
- Take notes – particularly on subjects that the instructor indicates may be on the final exam.

FINAL EXAM

- Try your best – take good notes in each class. Listen during study sessions scheduled in company time.
- NO one has ever failed training solely because they have failed the final exam.
- Failure of training is usually based on inappropriate conduct/performance, as viewed by your CC.

NOTE: Relative to the exam, you can request that an officer read the exam aloud to you.

FINAL EVALUATIONS

- You will receive grades on such things as adaptability, military bearing, appearance, leadership ability, etc. Be aware that your DC will have the most say about these grades.

MANAGING TIME

- Be on time for EVERYTHING – you may not have a watch so stay attentive to your DCs.
- Plan ahead – To the extent possible, prepare for the next training evolution in advance.
- Use any undedicated time you may have to study; review notes; work on bunk/locker; shine shoes, etc.

GENERAL

- Listen more than you speak.
- Always be respectful, even when it is difficult.
- Pay close attention to instructions and follow through.
- Maintain a neat appearance, i.e.: gignline, shirt buttoned up and tucked in, belt worn properly, etc.

CO'S Top Seven

B elieve	NO Bullying
S uccessful	NO Sexual Harassment
R ecruits	NO Racism/Discrimination
F ollow	NO Fraternalization
R eally	NO Recruit-to-Recruit Contact
H igh	NO Hazing
S tandards	NO Substance Abuse

An easy way to memorize them is to remember the phrase:

“Believe, Successful Recruits Follow Really High Standards”

SEA BAG LIST

All item amounts are the **minimum requirements**. Please review the below sea bag list with your cadet/parent before and after packing sea bag to ensure all items required are packed and included. If you arrive unprepared you may be sent back home.

ALL ITEMS MUST BE PROPERLY STENCILED WITH CADET'S NAME

ITEM	RECRUITS	POLA/STAFF	Self Check Off
Sea Bag	1	1	
ID card (current, should not expire before 31 July)			
Padlock, keyed type with 2 keys	2	2	
Cover, White (Dixie Cup)	1	1	
Cover, NWU/ BDU (with NSCC Flash)	1	1	
NWU/BDU Blouse (with NSCC Flash & name)	2	2	
NWU/BDU Pants (with name)	2	2	
Belt, Black w/ silver tip and buckle			
Dress White Jumper w/ NSCC Flash	1	1	
Dress White Dress Trousers/Pants	1	1	
Dress White Belt w/ silver tip	1	1	
Socks, Black	10 pairs	10 pair	
Socks, White	8 pair	8 pair	
Boots, black high top, combat style	1 pair	1 pair	
Shoes, Smooth dress style leather (NO CORFRAMS)	1 pair	1 pair	
Shoes, Athletic (sneakers; black preferred) (1 pair OLD for physical training)	2 pair	2 pair	
Blousing Bands	2 pairs	2 pairs	
NWU Parka, fleece or suitable utility jacket or Poncho for rain	1	1	
Underwear (Basic: at least one white pair for dress whites)	15 pairs	15	
FEMALES ONLY - Sports bra – Recommended if needed	8	8	
Undershirts, white CREW neck	2	2	
Undershirts, blue CREW neck	8	8	
Yellow USNSCC PT shirt or Solid Yellow shirt	2	2	
Blue USNSCC PT Shorts or Solid Black/Navy Blue	2	2	
Swim suit, black or navy blue (Females must be 1 piece)	1	1	
Shower shoes	1 pair	1 pair	
Bath towels	2	2	
Wash cloths	2	2	
Sweatshirt/ Pants (barracks can get cold at night)	1 set	1 set	
Personal Hygiene Kit – soap, soap holder, toothpaste, toothbrush, comb/brush, shampoo, deodorant, foot/body powder, contact lens solution, etc.) NO aerosol cans or glass containers, NO MAKEUP	1 kit	1 kit	
Female personal hygiene items as needed	As needed	As needed	
Insect Repellant (spray or cream)	1		

Sunscreen, SPF 15 or higher	1	1	
Canteen, MILITARY type with web belt, Camelback is allowed	1	1	
Notebook and pencil (click type)	1	1	
Stamped pre-addressed envelopes + stationery	3	3	
Laundry bag	1	1	
Shoe shine kit (Polish, brush, applicator, rag)	1 kit	1 kit	
Blanket, light weight, twin size, solid color	1	1	
Sheets, twin size, flat (not fitted), solid color white	2 each	2 each	
Pillow case white	1	1	
Flashlight w/batteries			
Spending Money of no more than \$30			

The quantities mentioned are MINIMUM required amounts. You may add to the quantity of any item. The following ARE NOT PERMITTED for recruits: electronic devices, food/snacks, sewing kits, cameras, etc. Staff are responsible for any extra items brought to POLA. Items will not be replaced or reimbursed for if lost, broken or stolen.

CADETS ARE TO REPORT IN PT Gear with canteen accessible and NWUs prepared to change into.

All cadets transferring from or to another training should notify the command of such to support in transition.