

## USNSCC Summer Training Indiana 2017

Camp Atterbury, Edinburgh, Indiana

### Welcome

Thank you for your interest in Recruit Training, Culinary, POLA and Law Enforcement/Government Services at Camp Atterbury. Please read over **this entire letter** and discuss it with your family. EVERYTHING you need to know before, during and after training is detailed in this letter. For Recruit cadets, it is understood that everything to do with sea cadets is brand new to you. We all started where you are today. It is OK to have questions and it is imperative that you get your questions answered so that you are successful. If you still have questions after reading through this letter, **ask your chain of command**. If you still have questions after going through your chain of command. Then ask your question on the Facebook page, located here: Camp Atterbury Sea Cadet Training Indiana 2017 (@RTIN1701).

### Dates of Training

18JUN2016 – 28JUN2016.

### Requirements

In order to attend this training, you must have passed the Physical Readiness Test (PRT) within the last 6 months and have the required correspondence coursework completed. For cadets attending RT – you must have completed assignments 1 through 6 of the Basic Military Requirements (BMR) at a minimum – it is preferred that you complete the entire BMR.

### How to Register and Pay for your training

1. Request that your Commanding Officer (CO), Training Officer or whomever your unit designates, to register you on Magellan. Once registered you will get a confirmation email when the Commanding Officer Training Contingent (COTC) accepts your registration – as long as an email address has correctly been input into Magellan, otherwise your CO will get the email confirmation.
2. Once confirmed, if you are a sea cadet attending RT, have your Training Officer print a screen shot of the BMR assignments you have completed from the Correspondence Course Management System (CCMS), and upload the screen shot.
3. Fill out form NSCTNG001 REQUEST FOR TRAINING AUTHORITY that will be received from your unit CO. Fill out the form and parents initial in spaces 6a – 6d and then sign at the bottom. Your CO must also sign at the bottom. **In the top right corner of the form write down t-shirt size.** If a t-shirt size has not been communicated, you will get what is left over.
4. Payment will be made through paypal.com. Log in and “send money”, then choose “send money to friends and family”. With this option you will not get charged a fee.) Enter the following email address: [usnscctrainingdeposit@flyingtigerssquadron.us](mailto:usnscctrainingdeposit@flyingtigerssquadron.us), then enter \$220, add a note that states the cadets full name, unit name AND t-shirt size, then click on

continue. Without the note and your cadet's name – there is no way to know who the deposit is from.

Alternately you can mail a money order for the training deposit. With a \$220 money order made out to USNSCC, include cadets full name, unit name AND t-shirt size. Mail to: LTJG Michelle Novinger, 1794 N State Road 101, Milan, IN 47031.

### **Arrival**

Cadets flying to the training are to wear civilian clothing. Cadets driving to the training are to report in Summer Whites (your unit may call them dress whites).

Check in begins at 0900 and ends at 1100. Arrive at the Main Entrance from Hospital Road and check in with the Security guard. Camp Atterbury address is: 3008 Old Hospital Road, Edinburgh, IN 46124. Further directions will be provided from the Security Guard. The security guard will require EVERY adult in the car to have an ID. Cadets are required to have their sea cadet ID in their left pocket when checking in. If you are flying, the ID should be readily available for check in.

Cadet Service Record Book and, if applicable, medicine with form is to be at the top of the sea bag.

### **Grooming Standards - Hair**

All males will receive a regulation haircut if their hair does not meet the standards. ALL male RT cadets will have their hair cut at check in. Female's hair must meet the USNSCC Uniform Manual grooming standards. The USNSCC Uniform Manual can be located here: <http://homeport.seacadets.org/display/Manuals/Uniform+Regulations>, Chapter 2 Section 2.

### **What to memorize before arriving**

You will be quizzed on the following during check in and throughout the entire training. Don't wait to begin memorizing these.

1. 11 GENERAL ORDERS OF A SENTRY
2. NSCC/NLCC/OFFICER RANKS AND RATES
3. Sailors Creed
4. Navy Core Values

### **Attitude**

Each cadet will face many challenges while at summer training. You will have a difficult time making it through if you have the wrong attitude and may be sent home. What you learn and experience at this training may be different from how your home unit does things, you will be taught the Navy way.

An open mind, attention to detail, and a desire to learn will set you up for an experience that you will remember proudly for the rest of your lives. You will make lasting friendships at this training.

Remember, what you put into it is what you will get out of it.

The top three reasons why cadets do not complete training are:

1. Bad attitude
2. Blisters due to poor footgear/improperly broken--in footgear



3. Dehydration (we provide water bottles, no hydration packs or camelbacks)
4. Inability to pass the PRT

Begin preparing NOW. Get in shape. DO IT, DO IT NOW. Cadets and staff will PT every morning for an hour. Make sure you are in shape and ready for this.

Pack your own sea bag, don't wait until the last moment. Items on the sea bag list are there for a reason. Please don't second guess what you actually need or don't need. If you have questions, contact your unit's chain of command. Note that this training will NOT issue sea bag items to cadets if something is forgotten.

Break in your footwear at least a month in advance. Buying your boots the day before boot camp is a great way to ensure you don't make it through. You will march everywhere on the base.

### **Medications**

Cadets will not self-medicate. All prescription medicine will be confiscated by our medical staff. Cadets will have the opportunity to take their medication during scheduled sick call times only. Prescription and non-prescription medicine, in its original packaging, is to be placed in a large Ziploc bag along with the following form:

<http://homeport.seacadets.org/display/Forms/Administrative+Forms> (Report of Medical History Supplemental pages 7 & 8 only). Put this and the cadet Service Record Book (cadet file) on the top of the sea bag – last items in before closing the sea bag.

Cadets who bring inhalers or epi-pens will keep them on their persons at all time and will use them as needed.

### **Air Travel**

Cadets flying to the training should time their flights to arrive at the Indianapolis International Airport by 0930. Parents, please make flight arrangements to fit this window and email them to [mmnovinger@pilotchemical.com](mailto:mmnovinger@pilotchemical.com) ASAP.

An adult escort officer will pick cadets up from the airport at 0930. Cadets are to meet the escort officer at the Visitor Information Center. If your flight arrives before 0930, go to baggage claim, retrieve your bags and then wait by the Visitor Information Center.

The Indianapolis International Airport has a USO, cadets are welcome to wait in the USO lounge, a sea cadet ID will grant access, however, be at the Visitor Information Center by 0900.

### **Staff cadets**

Staff Cadets must email a 500 word essay to [mmnovinger@pilotchemical.com](mailto:mmnovinger@pilotchemical.com) describing sea cadet achievements and why you feel qualified to staff at RT prior to registering. Please send an email prior to applying for the training or booking flights. Once the essay has been received, you will get instructions to register for the training.

### **Escort Officers**

Officer inquiries should be directed to LTJG Michelle Novinger at [mmnovinger@pilotchemical.com](mailto:mmnovinger@pilotchemical.com), OPD101, D2L and completion of the OMSG is a requirement. Please send an email prior to applying for the training or booking flights. Once the email has been received a phone call will be arranged to discuss expectations.

Escort Officers are expected to provide training during this evolution. NO ONE will be without a billet.

### **Mail Call**

It is essential for parents, relatives, and friends to understand that:

1. Per NSCC regulations, visits from parents, relatives, friends, and even unit officers are prohibited.
2. Cadet recruits are not allowed to place or receive phone calls. In case of family emergencies, parents are to contact their unit CO. The unit CO will then contact the Executive Officer of RT. If there is an emergency regarding a cadet, a call will be placed to the parents and the unit CO.
3. Cadets will not be able to “call home” upon check-in.
4. Cell phones brought by cadets traveling commercial air will be confiscated upon arrival at this training, and will be returned prior to graduation/departure. If cadets are traveling by car, leaving the cell phone at home is really the best choice. Bring a Ziploc baggie to put your cell phone into and write your rank and last name on the baggie.

“Mail Call” is held daily. Please address any correspondence to your cadet in the following manner:

U.S. Naval Sea Cadets  
(Cadet Name)  
P.O. Box 3000  
Edinburgh, Indiana 46124

Cadets are welcome to send mail to family and friends, and should bring blank envelopes and stamps as none will be provided. Staff will distribute any mail to cadets each evening. Cadets will have the opportunity to write letters home if they wish at certain times each day. Whether they choose to write home during that time is up to them.

Parents, be aware that the shock of regimented military life at recruit training is very different from what your cadets have experienced in the civilian world. Please discount the first letter home from your cadets, we promise not to beat them, starve them, punish them, or any of the other things they’ll claim we’re doing...wait until you receive the second letter home, and you’ll find they’ve adjusted well, and very quickly, and are actually enjoying themselves.

Parents, your letters of encouragement are very welcome. PLEASE do not send “care packages.” Your cadets will not be allowed to have them, and our officers do not need the extra calories. Let Grandma know too.

### **Facebook page**

Updates, information, and photos will ONLY be provided on the Facebook training page, Camp Atterbury Sea Cadet Training Indiana 2017 (@RTIN1701). This Welcome letter and other items will be updated periodically. Please like the page and check back often.

### **Questions**



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### **Note to Parents**

During check in, you will be asked to stay while your cadet is checked in to ensure your cadet has everything needed for a successful training. Please plan time in your schedule (about 20 minutes) to wait while your cadet is checked in.

Graduation is 28JUN2017 at 1300 (1PM). Please plan to arrive at least 30 minutes early. For flyers – graduation will last about an hour, travel to the airport will be about an hour, and therefore you should book a flight AFTER 1600.

### **Hazing, Sexual Harassment, and Fraternization**

All personnel should feel safe in their training environment. Hazing, sexual harassment, and fraternization will not be tolerated. Any individual violating this rule will be counseled and disciplined, and depending on the nature and severity of the incident, may be dismissed from the training and sent home at parents' expense. All personnel are required to report via the chain of command any incidents that they feel jeopardize their personal safety, or the personal safety of others.

### **Sea Bag List**

As a separate document.

Found on the following website:

[www.flyingtigerssquadron.us](http://www.flyingtigerssquadron.us)

This Welcome Letter can also be found at the above website. This squadron is hosting a second training at Valley Forge, PA – ensure that you have the correct Welcome Letter and Sea bag list for this training – titled: Camp Atterbury Welcome Letter and Camp Atterbury Sea Bag List.