



United States Naval Sea Cadet Corps

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28 February 2001

NSCC INFORMATION LETTER 3-01

From: Deputy Director, U. S. Naval Sea Cadet Corps
To: Distribution

Subj: **2001 NSCC/NLCC SUMMER TRAINING**

Ref: (a) NSCC/NLCC Advancement and Training Manual
(b) NSCC/NLCC Escort Officer Handbook
(c) COMNAVRESFOR msg CNRF R 051200Z FEB 01

Encl: (1) 2001 NSCC/NLCC General Training Guidelines
(2) 2001 Coast Guard Training Opportunities
(3) 2001 NLCC/NSCC Summer Training Schedule
(4) **2001 NLCC/NSCC Summer Training Federal Funding Support Request Forms and Guidelines**

1. **This is the NSCC information letter announcing 2001 NSCC/NLCC summer training opportunities.** It is promulgated IAW ref (a). Submit applications for summer training in accordance with the guidance provided in this letter.

- **General Training Guidelines are at encl (1).** Guidelines are arranged in sections by general topic or type training for your quick reference. **This section includes procedures for submitting for 2001 summer training. Once again this summer, the NSCTNG 001 (cadet), 002 (officer) (Rev2/00) goes to the COTC with a \$50.00 deposit/quota reservation fee unless otherwise directed in encl (3). The COTC address where you send it has been included in the summer training schedule at encl (3).** All hands must review this section in its' entirety, and pay particular attention to those sections relevant to their training.
- **Coast Guard Training opportunities are at encl (2).** Specific guidelines for arranging this training are as provided.
- **The traditional NSCC/NLCC training schedule for 2001 is at encl (3).**
- **Federal Funding has been approved in support of NLCC/NSCC Summer Training in enclosures (2) and (3). Generally cadet cost will be only \$50 for TWT or \$25 for Orientation (and other one week) plus transportation to the training site.** There is no cost to escorts except transportation to the training site. Funding is also approved for additional USCG training not contained in enclosure (2) and for local training of 4 nights or more, creditable towards TWT for which a NSC24C (or new form NSCTNG 003 or 004) is used. **Forms to be used and general guidelines for applying for funding support are at encl (4).** Reproduce forms locally, download from the NSCC WEB site, or call NHQ for additional copies.

- **Cadets applying for multiple summer training opportunities must write across the top of their NSCTNG 001 the training codes of the other TWT's they are also requesting.**

2. Training and funding support for training is in three general categories.

- **First, published summer training** as contained in enclosure (3) to this schedule. COTC's will use NSCTNG021 to get their funds and cadet costs are prepaid except for the deposit. **No additional requirements for Unit CO's.**
- **Second, All Coast Guard training** in enclosure (2) to this schedule and all other summer TWT training with the Coast Guard locally arranged and conducted using NSC 24C's. Prior approval is not needed and cadet costs are reimbursable after training in September. **Unit CO's have to submit NSCTNG 022 at summer's end to get monies to reimburse cadets.**
- **Third, local summer training** of 4 nights, 5 days continuous conducted using NSC 24C's (or the new NSCTNG003/004), for which prior approval has been obtained. Unit CO's must get prior approval from NHQ and cadet costs are re-imbursable. **Unit CO's have to submit NSCTNG023 to get prior approval, and then submit it again after training in September to get monies to reimburse cadets.**

3. Enclosure (3) provides dates and locations for NSCC Recruit Training, NLCC Orientation, and International Exchange programs, together with advanced training opportunities which have been scheduled to date. *Shipboard training opportunities will be separately promulgated when they become available.* As we receive additional information or additional opportunities, we will update enclosure (3) with changes and include additional guidelines as they might develop. Unit commanding officers are strongly encouraged to review references (a) and (b), and to comply with the instructions contained therein in preparation for summer training.

4. Every effort is being made to obtain confirmation for those training sites or details listed as "**Pending**" or "**TBA**" (to be announced) **or simply left blank.** As confirmation/availability is obtained, NHQ will distribute updates via changes to the field. **DO NOT** submit Training Authority Requests for TWT's listed as "**Pending**" or "**TBA**" **or with details left blank.** Wait until they are confirmed.

5. Unit CO's are reminded that following training, COTC's will be directed to submit NSC-26's back to unit CO's with a copy to Regional Directors. Your success in preparing cadets for summer training is being incorporated into future inspections. Your formula for success is to simply follow the instructions and guidelines as promulgated.

6. **NON REFUNDABLE AIRLINE FARES. Unit CO's brief your cadets and parents on this.** Please be reminded that non-refundable airline fares are just that! And that includes payment of penalties by NHQ. We strongly encourage everyone to consider carefully the purchase of non-refundable tickets. By far, most of the time, most of the summer training evolutions occur as scheduled in the summer training schedule. But please understand that they are dependent upon escort availability and host site accommodations. If escorts become unavailable due to emergency (and we can't find a replacement), or operational commitments suddenly preclude our being able to use host site facilities, training can be cancelled at the last minute. Changes to non-refundable airline tickets incur a penalty that averages about \$75.00. NSCC national Headquarters cannot reimburse for these penalties, regardless of reason.

7. **Please note; we are interested in expanding training opportunities for cadets.** In enclosure (3) you will find some new and exciting evolutions. Sailing camps in San Diego and Pensacola, as well as additional opportunities to visit and train at the Merchant Marine Academies, or to train in the Navy's Rescue Swimmer program, are included. Anyone having a suggestion or plan for additional training for cadets is highly encouraged to contact NHQ, Capt Nyland. Criteria is that proposed training must support the goals and objectives of the NLCC/NSCC; goals and objectives as published in our annual report. Call NHQ Capt Nyland with your ideas.

8. This letter along with updates promulgated as changes to this letter will also be posted on the 1-MC and Sea Cadet Resources Web Page; <http://resources.seacadets.org>. Naval Reservists interested in providing support for NSCC Summer Training 2001 are authorized to submit requests for paid annual training orders IAW ref (c). This information letter is canceled effective 30 September 2000.

A handwritten signature in black ink, appearing to read "H. J. Nyland". The signature is fluid and cursive, with a long horizontal stroke at the end.

H. J. Nyland

Distribution:
NSCC/NLCC Unit Commanding Officers
Regional/Associate Regional Directors
Field Representatives

2000 GENERAL SUMMER TRAINING GUIDELINES

The Navy's downsizing of ships, bases and stations has had a significant impact on NSCC and NLCC training opportunities. These reductions when combined with the loss of airlift support to major training sites, continues the necessity for scheduling as much regional training as possible, particularly with regard to recruit training. This is the way we now arrange and conduct training; using active duty and reserve component resources from all service communities.

Guidelines for this year's training are as provided in the below listed sections. This listing of all sections is immediately provided for your quick reference.

- SECTION 1: TRAINING PREREQUISITES; MEDICAL & ID CARDS
 - SECTION 2: APPLICATION PROCEDURES
 - SECTION 3: RTC REGIONAL ASSIGNMENTS
 - SECTION 4: NSCC RECRUIT AND NLCC ORIENTATION
 - SECTION 5: NSCC ADVANCED, GENERAL COMMENTS
 - SECTION 6: INTERNATIONAL EXCHANGE
 - SECTION 7: SEAL
 - SECTION 8: POLA
 - SECTION 9: FAA GROUND SCHOOL
 - SECTION 10: SEABEE; PORT HUENEME, GULFPORT, AND MANSFIELD
 - SECTION 11: MUSIC SCHOOL
 - SECTION 12: STAFF CADETS
 - SECTION 13: RECRUIT TRAINING CHECKLIST
 - SECTION 14: ESCORT OFFICERS, VOLUNTEERS, ADULT HELP
 - SECTION 15: SWIM QUALS; FIRST, SECOND AND THIRD CLASS FOR
AMPHIBIOUS OPERATION, SAILING SCHOOLS
 - SECTION 16: AVIATION TRAINING NOTES; P-COLA, SWIMMER RESCUE AND
JRB FORT WORTH
 - SECTION 17: WEB SITES
 - SECTION 18: MISCELLANEOUS NOTES
-
- TAB A: NSCTNG 001 and 002 (REV 2/00)
 - TAB B: LOCAL TRAINING NSC FORM 24C, NEW FORM NSCTNG 003/004
 - TAB C: SEAL PT REQUIREMENTS
 - TAB D: MUSIC SCHOOL INFORMATION SHEET
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- TAB E: RECRUIT TRAINING CHECKLIST

SECTION 1

TRAINING PREREQUISITES; MEDICAL & ID CARDS

- **CURRENT ID MUST HAVE CURRENT ID NO EXCEPTIONS !!!!!!!!!!!!!!!!!!!!!**
- **Enrollment (ID Cards) must be current through the ENTIRE TRAINING PERIOD. DO NOT WAIT TO UPDATE ID CARDS!!!! This is an insurance matter and we cannot cut orders on anyone without a current ID card. And don't issue local orders either unless ID cards are current!**
- **ALL CADETS MUST BE MEDICALLY OK, WITH NO MEDICAL PROBLEMS**

Asthma, and any history of, is disqualifying for participation in the NSCC/NLCC. See NSCC Action Letter 6-00 for update to the Asthma policy. It says asthma, and any history of, is disqualifying; no exceptions.
- Commanding Officers must **ensure that the pre-training medical screening is accomplished** per NSCC Advancement and Training Manual. Cadets with medical histories listed on the Record of Medical Examination, which are of a disqualifying nature, **WILL BE SENT HOME**. In addition, any cadet who arrives with prescription medication(s) (refer to NSCC Information Letter 9-94), **WILL BE SENT HOME**. Furthermore, cadets who are immature or who present disciplinary problems **WILL BE SENT HOME**.
- Ensure you read and fully understand the contents of NSCC Information Letter 9-94 regarding "NSCC/NLCC Policy Regarding Prescription Medication and Pre-Existing Medical Conditions" (a copy is contained in the NSCC/NLCC Escort Officer Handbook).
- NSCC MEDICAL INSURANCE COVERAGE is as per NSCC Information Letter 2-00 dated 10 January 2000.

SECTION 2

APPLICATION PROCEDURES

- **SUBMIT EARLY. YOU CAN NOT DO IT TOO EARLY. All requests should be to the COTC at least 4 weeks before training. COTC's needs to know you're coming so that they can provide you specific reporting instructions, and also so that they can request the money they need to pay for your training.**
- **FOLLOW DIRECTIONS IN THE TRAINING SCHEDULE.**
- **IT TELLS YOU WHEN AND WHERE TO SEND YOUR REQUEST FOR TRAINING AUTHORITY**

- **IT ALSO TELLS YOU YOUR DEPOSIT REQUIREMENTS. Generally, cadet costs for summer 2001 will only be a \$50 deposit/quota reservation fee for TWT, or \$25 for one week evolution and transportation to and from the training site.**
- Use NSCTNG 001 (REV 2/00) for cadets and NSCTNG 002 (REV 2/00) for officers. Only these NSCC Request for Training Authority forms (copies at TAB A) will be processed by NHQ because these are the only revisions of this form having the required insurance statements on the reverse, acknowledged by the parents signature. NSC Form 24C or the new NSCTNG 003/004, copies at TAB B, are to be used for any unit arranged training, such as with the Coast Guard, and if over five (5) days long, a copy is to be submitted to NHQ for our records upon completion.
- All NSCTNG 001's, and NSCTNG 002's requesting **escort officer orders and staff cadet orders must be approved by the Commanding Officer of the Training Contingent (COTC) prior to NHQ issuing orders**. This requirement is particularly important for training sites where large numbers of escort officers and staff cadets are required, such as RTCs, POLAs, NLCC Orientation, etc. It is important that COTCs have the opportunity to select their staffs. COTC's are asked to initial the front side of these forms to confirm cognizance and approval.
- NCSTNG 001's, and NSCTNG 002's must reach COTC'S no later than four weeks prior to the start date of the desired training. **A \$50.00 TRAINING DEPOSIT/QUOTA RESERVATION FEE IS REQUIRED FOR ALL TRAINING UNLESS OTHERWISE PROVIDED FOR IN THE TRAINING SCHEDULE AT ENCL (3).** COTC's still have to send them to NHQ where orders will be cut and then sent back to the unit. All blocks must be completed and legible. Ensure that the NCSTNG 001's, or NSCTNG 002's contain all the **required signatures (parent's/guardian's consent, CO's approval, etc.)** and that the next of kin's telephone number is correct on the form. Requests received without the proper signature or incomplete information **will not be processed**. Also ensure that you enter correctly the type of training and location **utilizing the four (4) character codes shown on the 2001 NSCC/NLCC SUMMER TRAINING SCHEDULE. DO NOT** submit requests for training listed on this Training Schedule marked "Pending" or "TBA" until you receive notice from NHQ that those training sites have, in fact, been confirmed.
- Do not send the \$50.00 deposit to NHQ **unless the schedule says to do it (Canada East and West, and Young Marine training for example)**
- **Cadets applying for multiple summer training opportunities must write across the top of their NSCTNG 001 the training codes of the other TWT's they are also requesting.** This is for NHQ information only, and will not generate additional orders. A separate NSCTNG 001 is required for each training evolution desired.
- \$50.00 deposits/quota reservation fees that go with the NCSTNG 001's, are to be cashier's checks, traveler's checks or money orders. **NO PERSONAL CHECKS or UNIT CHECKS.**

- ***ATTENTION TO DETAIL*** is a must. Fill out your NCSTNG 001's, or NSCTNG 002's correctly and legibly the first time! Incomplete/missing information wastes our time, wastes your time, causes additional mailing costs, sometimes results in late orders or "already filled" quotas, etc. **Please** follow the procedures. **AND MAKE SURE YOUR ID CARD IS CURRENT THROUGH THE LAST DAY OF TRAINING.**

SECTION 3

RTC REGIONAL ASSIGNMENTS

- The regions listed below have been designated to attend recruit training at the following training sites:

<u>REGIONS (#)</u>	<u>TRAINING SITE</u>	<u>DATES</u>
#1 (All units)	Fort Devens, MA	8-21 July
#3 (Reg 3-1)	Fort Drum, NY	5-18 August
#3 (Reg 3-2)	Fort Dix, NJ	15-28 July
#4 (Reg 4-1)	Fort Drum, NY	5 -18 August
#4 (Reg 4-2, 4-3)	Aberdeen Prov. Grnds. MD	29 July-11 August
#5 (All units)	Aberdeen Prov. Grnds. MD	29 July-11 August
#6 (northern units)	FT Stewart, GA	29 July-11 August
#6 (southern units)	MacDill AFB	17-30 June
#7 (All units)	RTC Great Lakes, IL	17-30 June
#8	FT Stewart, GA or NAS JRB Belle Chase or FT Sam Houston, TX	29 July-11 August 8-21 July 3-16 June
	(Region 8 units to attend nearest RTC)	
#9 (All units)	RTC Great Lakes, IL	17-30 June
#10 (all units)	Camp Santiago, PR	15-28 July
#11	Fort Huachuca, AZ	17-30 June

#11 (Western Units)	Port Hueneme, CA	24 June-7 July
#12	Camp Parks, CA	22 June - 8 July
#12 (Southern Units)	Port Hueneme, CA	24 June-7 July
#13	Fort Lewis, WA	11-25 August
#13 (Oregon Units)	Coos Bay N'tnl Gd Armory	24 June-7 July
#14 (Hawaii)	MCB Kaneohe, HI	15-28 July
#14 (Guam)	NAVCOMTELSTA	TBA
#15	Fort Huachuca, AZ or FT Sam Houston, TX or Camp Parks, CA or Port Hueneme, CA	17-30 June 3-16 June 24 June-7 July 24 June-7 July

(Region 15 units to attend nearest RTC)

The above is generally based on the geographic distribution of units, as well as the available space at training sites. This does not preclude other units or personnel from training at a different location, but orders will only be provided if there is good justification and adequate space for “designated” unit personnel.

SECTION 4

NSCC RECRUIT AND NLCC ORIENTATION

- Cadets must be enrolled no later than six weeks prior to the start date of NLCC Orientation or NSCC Recruit Training. New enrollees will not be permitted to attend training at a Sea Cadet Recruit Training Camp unless: the cadet will be 14 prior to 1 September 2001 (for '01 summer training) **OR** he/she is a **former** League Cadet who is 13, who has successfully completed League Cadet Orientation Training scheduled by NSCC NHQ, and is considered “mature” enough by his/her CO to be accepted into the Sea Cadet Training Program. (This appropriately recognizes prior League Cadet training and experience.) Unit Commanding Officers must ensure that each newly enrolled cadet and parent clearly understands what to expect at either Recruit or Orientation Training. They must also understand that our insurance policy is an accident “only” insurance policy and does not cover pre-existing conditions.
- Cadets must have successfully completed their physical fitness test per NSCC Action Letter 4-98, prior to reporting for training. Cadets found not capable of passing a physical fitness test at the training site will be provided separate fitness training. This will be provided to improve

their fitness while also more closely monitoring them for possible injuries. They will be tested again prior to graduation and, if they **do not pass**:

- They **will be allowed to participate** in graduation exercises, but **will not** be given **credit** for completing recruit training.
- They **will not be promoted** until they successfully pass the PFT, and then **only** under the following conditions:
 - They successfully completed all RTC requirements with the exception of the PFT.
 - A “complete” PFT is conducted (can be accomplished at the unit) and an appropriate entry is made in the cadet’s service record.
 - No follow on PFT (for promotion purposes) can be given, nor actual promotion made, **any sooner** than one month after the **end** of the RTC attended.
 - Minimum “Time in Rate” for the next advancement **will not** be “back dated”, but will start upon PFT completion and actual promotion.
- Prepare your cadets for **passing the PRT!!!**
- Remind cadets that haircuts are part of the recruit training process. The same standards apply to both male and female cadets. Cadets who object to this regulation should not attend recruit training.
- BMR: See NSCC Action Letter 1-01. Those cadets who enroll in BMR Course 12018 are required to complete Chapter 1, sections on Hazing, Sexual Harassment, and Fraternalization and Chapters 5,6,9, and 10 prior to reporting to recruit training. These sections and these chapters will provide the cadet with the requisite knowledge needed to complete recruit training. ***BMR 82043 is obsolete.*** While formal completion of the entire course and these chapters is best, a review and study of these specific chapters and sections at the unit level for new cadets is sufficient. The unit CO signature on the request for orders certifies that the cadet is ready for recruit training and that he or she is knowledgeable of these specific sections and chapters.

SECTION 5

NSCC ADVANCED

- Unit Commanding Officers will ensure that all cadet applicants are fully qualified and meet prerequisite requirements, i.e.:
 1. Successfully completed required courses/exams (BMR, Airman, etc.) and are graduates of Recruit Training. ***No cadets can go to any advanced training without having first successfully graduated from Recruit Training.***
 2. Meet age/rank/cadet citation requirements (international exchange and shipboard training).

3. **Cadets requesting Music School must have at least three years musical experience.** See section 11 for Music school requirements.
4. Cadets must bring **safety shoes** for **Airman, Seabee, Port Ops and Coast Guard Cutter** training.
5. Cadets attending **Hospital Corpsman training must have at least two white uniforms.**

SECTION 6

INTERNATIONAL EXCHANGE

- Details regarding International exchange opportunities are in NSCC Information Letter 2-01 of 12 February addressing the 2001 International Exchange program.
- New procedures are in effect this year. There is a selection process for both cadets and Senior Escort Officers. The good news is that your two week adventure in Europe or Asia will only cost about \$100 to \$200 dollars. See NSCC Information Letter 2-01.
- Cadets assigned to international exchange programs will receive an “in-country” briefing from the Senior Escort Officer (SEO)/Commanding Officer of the Training Contingent (COTC). Always remember that as a “uniformed” guest in another country, you represent yourself, your family, your community, the Naval Sea Cadet program, and all other United States citizens. This is a big responsibility, and as “*our overseas ambassadors*” during this training time, **you** must ensure that you conduct yourself in a most professional and responsible manner.

SECTION 7

SEAL

- There are two SEAL training classes this year; the traditional class in Norfolk, VA hosted by Naval Special Warfare Group TWO, and a second class in Okeechobee, FL sponsored by the Okeechobee Sheriff’s Department and the UDT-SEAL Association & the UDT-SEAL Museum Association. Details are as below.
- **At the Naval Amphibious Base Little Creek, Virginia.** Per NAVAL SPECIAL WARFARE CENTER (NAVSPECWARCEN) DET Little Creek, where training occurs, **too many cadets in 1997, and 1998, and 1999, and 2000 did not complete the requirements – most because they were not physically able to pass the Physical Fitness Test during the first days of training. Strict enforcement** of all requirements is fully expected, and the following requirements **MUST** be met:

1. Cadets must be enrolled in the NSCC for 15 months or longer;
 2. Cadets must be NSCC E-3 or higher;
 3. Cadets must be age 16 or older on or before the start date of the training;
 4. Cadets must be physically fit and psychologically mature. They must meet the height/weight limits and medical standards and pass the physical fitness test as prescribed in the Seal Physical Fitness Test at TAB C prior to submitting their Request for Training Authority. Both old and new form are at TAB C. Use either.
- Cadets must be able to perform the **MINIMUM** requirements of the Physical Fitness Test (PT) on the **first day of training**. It is at TAB C. Inability to meet these requirements will result in an **immediate return home**. ***It is extremely important that cadets continue to work out on a daily basis after passing the initial PT test.*** NAVSPECWARCEN has reemphasized a “zero tolerance” policy with regard to required physical conditioning.

Once again, after passing the test, stay in shape and work out every day! You will be tested again on day one of training and your first SEAL evolution is generally a 36 hour field adventure! You will not make it if not in shape!!!

AND Medically fit means medically fit 100%, and not recovering from any broken bones, concussions, sprains, etc. within the recent past. Your body will be 110% stressed and you must be 110% healed and ready! If you are still recovering from any medical injury or concern, do not apply!!

- Unit CO's must ensure that all Requests for Training Authority are accompanied by a completed Physical Fitness Test form **witnessed by an armed forces active duty person.** TAB C.
- **TAB C must be submitted with the Request for Training Authority** for cadets requesting SEAL training. **MUST BE, NO EXCEPTIONS.**
- **Above all else, remember this personal bit of advice from the COTC, LCDR Al Scott, “You better be in shape or you’ll be at home!”**

EVERY YEAR WE EMPHASIZE THESE REQUIREMENTS, AND EVERY YEAR WE GET CADETS WHO TRY AND CHEAT THE REQUIREMENTS, AND EVERY YEAR THEY END UP BEING SENT HOME, DON'T LET IT BE YOU!!!

- **At Okeechobee, Florida.** Same as above. 162 Hour curriculum; focus on BUD/S swimming and water survival, SCUBA, and land warfare. Diving physical required. **Most important; Unit CO's call LCDR Muros per encl (3) directions prior to end March to secure cadet quotas.**
 - Must pass SEAL PT test.
 - Must submit test results appended to NSCTNG 001 to COTC.

SECTION 8

POLA

- Requests for Training Authority for **Petty Officer Leadership Academy** must be forwarded and pre-approved by Field Representatives or designated COTC before orders can be issued. Applications without this approval **will be returned to the unit unprocessed**.

SECTION 9

FAA GROUND SCHOOL

- Requests for Training Authority for **FAA Ground School** must be submitted via Judge Colby, who maintains records on quotas available for those training opportunities. Forward your NSCTNG 001 / 002 to:

United States Naval Sea Cadet Corps
P. O. Box 19705
Alexandria, VA 22320-0705

(Please note, this is not the NHQ address!)

- Questions should be directed to Judge Colby at (703) 549-7722.
 - NSCC Sea Cadet fee will be only \$50 plus transportation to training site. This is the FAA ground school course required before getting your private pilot's license.

SECTION 10

SEABEE TRAINING

- In addition to NHQ training requirements, applicants for Construction Training (Seabee) must meet the following additional requirements.
 1. Cadets must have been advanced to **E-2** for both Basic and Advanced courses.

2. Those going to West Coast Basic must be eligible for advancement to **E-3** with completion of the CB course. Applicants for Advanced/Small Unit Integrity training must already be **E-3** and have completed either Basic or Advanced **or** drilled at least two years at Port Hueneme.
3. All cadets/staff will need to bring combat boots or safety shoes and three sets of camouflage uniforms (cammies/BDUs/CCUs). **Dungarees for CBC Port Hueneme.**

Direct inquiries to:

GULFPORT APPLICANTS

LCDR Samuel S. Schouten, NSCC
 1001 Maple Lane
 Harrisonville, MO 64701
 Tel: (816) 380-4888

PORT HUENEME APPLICANTS

LCDR Donald L. Quinlan, NSCC
 Box 3760
 Wofford Heights, CA 93285
 Tel: (760) 376-6358
 FAX: (760) 376-2254

FOR SEABEE FIELD OPERATIONS AT MOHICAN STATE FORREST IN MANSFIELD, OH

- Training is in the state park with focus on bridge and trail rehabilitation, canoeing and team building training with the National Guard. Cadets must be E-2 and have completed BMR.
- Parents and Units are responsible for arranging travel to the training site. Training site for this training is the park in Mansfield, OH. It is best to drive to the park. Contact LCDR Gladden for reporting details, (419) 747-1122.
 - If flying into Cleveland: Take a subway to Tower City (\$1.50) then transfer to bus #4 or #38 to the Greyhound station (with subway ticket there is a free transfer to the bus). At the Greyhound Station take a bus to Mansfield for \$15.50 one way. Contact LCDR Gladden for pickup at the Mansfield station, (419) 747-1122.
 - If flying into Columbus: Take a bus (Coda flyer at curbside) to the Greyhound station. At the Greyhound Station take a bus to Mansfield for \$11.00 one way. Contact LCDR Gladden for pickup at the Mansfield station, (419) 747-1122.

SECTION 11

MUSIC SCHOOL

- **At TAB D is the Music School Information Sheet.** Submit this sheet with your Request for Training Authority to the COTC, and COTC's further forward to NHQ. That way both

COTC and NHQ will know Musical instruments played by cadets. This information is passed on to the Music Schools.

- For School of Music Little Creek
 - Cadets will get music theory and ear training, perform daily in concert band ensembles, and receive drill band instruction.
 - One or two private lessons per week provided, cadets must expect 14 hours per week individual practice.
 - Must be able to sight read Grade 3 standard band literature.
 - Berthing in Scott Hall with SOM, 2 to a room, girls and boys on separate floors.
 - Chow hall within walking distance.
 - PRT three days a week, cadets must be able to pass NSCC PT test.
 - Uniform inspections daily, dungarees Monday through Thursday, dress whites on Friday, summer whites during week OK but must have at least one set of dungarees.

SECTION 12

STAFF CADETS

- Staff cadets should be mature, graduates of NSCC Leadership Programs, and have completed at least one other NSCC advanced training program ashore or afloat. Cadets will be assigned on a ratio of no more than 1 to 10 due to limitations in berthing/messing, and assignment is generally limited to NSCC Recruit Training or NLCC Orientation. Female cadets will not be assigned to staff unless a female escort officer is available. Only cadet petty officers (E-4 or higher) will be assigned to duties involving direct supervision of trainees. **Cadets may not serve back-to-back/consecutive staff cadet tours**, nor should cadets who have just completed NSCC recruit training "roll over" to staff duty at NLCC orientation or similar indoctrination training. **NLCC cadets may not serve as Staff Cadets.** **All staff cadets pay either \$50 or \$25; full deposit/quota reservation fee required.**

SECTION 13

RECRUIT TRAINING CHECKLIST

- Ensure that cadets show up at training sites **with** their **training jackets, orders, ID cards, uniforms, and money**. If they do not, this causes the **volunteer** staff a considerable amount of additional problems, and reflects poorly on your unit. Please **THINK** how you would like to see things if you were at the training site, and ensure your Cadets show up "healthy" and ready to be checked in.
- **Aerosol spray cans are not authorized at RTCs.** This includes deodorants, shaving creams, shoe shine material, bug repellents, etc.
- A checklist to assist in preparing cadets for training is provided at TAB E. It is the new NSCTNG 013 and replaces the older (and outdated) checklist NSC 24B. The new NSCTNG 013 will also be posted on the NSCC WEB site well before this summer's training starts.

SECTION 14

ESCORT OFFICERS, VOLUNTEERS, ADULT HELP

- Although NHQ is continually working to obtain the most training opportunities possible for our cadets, the success of our efforts depends mostly on the participation of our adult leaders as escort officers and staff instructors.
- The need for Commanding Officers of Training Contingents (COTC), Escort Officers and Instructors continues to increase every year. Those interested in volunteering for either Recruit or Advanced Training should contact the appropriate COTC listed in the training schedule or NHQ (if COTC is not listed) for information and approval of desired assignment.
- COTCs, Escort Officers, and Instructors will be provided with an NSCC/NLCC Escort Officer Handbook which provides in depth comprehensive guidance on the various functions of assignments. Each unit has been provided copies of the Handbook. If you are contemplating volunteering as a COTC, Escort Officer, or Instructor, we strongly encourage you to read through the Handbook prior to pursuing this assignment.
- **Now is an excellent time for all unit officers to become thoroughly familiar with the contents of the NSCC/NLCC Escort Officer Handbook.** The better you are informed, the smoother things will go for all of us during the summer months.
- Adult leaders are also reminded that they are watched closely by cadets, parents, active duty personnel, and others. You serve as “positive” role models for the cadets, and are expected to lead by example. **NO** alcoholic beverages or tobacco products around the cadets, **NO** profanity, and **NO** fraternization, sexual harassment, or favoritism. **NO TOUCHING OF CADETS IN ANY MANNER THAT COULD BE CONSTRUED AS AGGRESSIVE, PUNITIVE, OR OTHERWISE CONTROVERSIAL IN NATURE.** Ensure that you are properly groomed and that your uniform is correct, observe military courtesies, and, as stated before, “lead by example”. --- Enjoy what you are doing and **be proud** of the **big part** you play in helping to send the “right” message from “**responsible**” adults to today’s youth and tomorrow’s leaders.
- We will need Escort Officers/Instructors at **MANY** training sites. Please volunteer your time/talents where you can. Challenging training, conducted in a positive manner, is the “key” to both recruiting and retention. Naval Sea Cadets and Navy League Cadets want to do things that their peers cannot do, and most of these training opportunities provide those unique experiences. Good training is also one way in which we help these young people to increase their self-esteem, become more mature, and better prepare themselves for future challenges. We **need your support** to ensure that training opportunities are not lost due to a lack of adult leaders.

SECTION 15

SWIM QUALS; FIRST, SECOND AND THIRD CLASS FOR AMPHIBIOUS OPERATION, SAILING SCHOOLS

- Swim qualifications are as follow: These are per Navy standards.

Swim Skills Assessment:

- Shallow Water swim - 15 yds in water chest deep
- Deep Water swim - 15 yds in water over the head
- Tread water for 1 minute
- Prone Float for 1 minute

Third Class Swimmer:

- Successful completion of Swim Skills Assessment
- Deep Water jump - from a minimum height of 5 feet
- 50-yard swim - demonstrating front crawl, breaststroke, backstroke, elementary backstroke
- 5-minute Prone Float
- Shirt and Trouser Inflation

Second Class Swimmer:

- Successful completion of Third Class Swimmer
- 100-yard swim –
 - 25 yds front crawl
 - 25 yds breaststroke
 - 25 yds backstroke
 - 25 yds elementary backstroke
- 5-minute Prone Float Back Float

First Class Swimmer:

- Successful completion of Third and Second Class Swimmer Certification
- 100-yd swim - same as second class swimmer –
 - grading criteria stricter than second class swimmer
- 5-minute Prone Float Back Float
- 25-yd Underwater Swim - demonstrating Burning Oil Maneuver twice

- For **Amphibious Operations** training, all cadets must have swimming competence at the third class level. While Navy certification is generally not possible, **the described level of competence is expected.** Shirt and trouser inflation experience desirable if possible. Bottom line is that cadets must be able to swim!
- For **Sailing Schools** training, the hosting sailing clubs establish a requirement that students should be able to swim at least 100 yards. Per

Navy standards that is at the second class level although ability in all swimming styles may not be required. Check with the COTC to make sure as necessary.

- For **Swimmer Rescue** training, cadets must be able to *easily* meet Class One standards. A note from the Unit CO may be required. Check with COTC.

SECTION 16

AVIATION TRAINING NOTES; P-COLA, SWIMMER RESCUE

AND NAS JRB FORT WORTH

- For **P-Cola Basic Aviation** instruction will be the Navy's Airman Apprenticeship School.
- For **P-Cola Advanced Aviation** instruction will encompass Officer Candidate School instruction, aviation pre-flight, water survival, air crew school and weapons safety and familiarization. Navy flight physical will be required; if not possible before training, contact COTC.
- For **P-Cola Swimmer Rescue** training, cadets must be able to *easily* meet Class One swim standards as above. A note from the Unit CO certifying swim ability may be required. Navy flight physical will be required; if not possible before training, contact COTC.
- For **NAS JRB Fort Worth**, training will be with VFA-201 F-18 repair and launch A/C, & the F-18 simulator for launch and recover from aircraft carriers. Also with VR-59 for DC-9 and Boeing 737 repair and launch.

SECTION 17

WEB SITES

The NSCC WEB site is: <http://resources.seacadets.org>

- Resources permitting, some training evolutions/programs have their own WEB sites. As appropriate, they are posted in this section.

NLCC training:

NSCC Recruit training:

Aberdeen: www.nscrtc.org

NSCC Advanced training:

Aviation Ground School Information:

Training@aviation.cc

SECTION 18

MISCELLANEOUS NOTES

- **When changes and updates are made, this space will be used for posting additional narrative information as necessary/warranted.**

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS		REQUEST FOR TRAINING AUTHORITY (CADET)				
INSTRUCTIONS: 1. PREPARE THIS FORM IN DUPLICATE 2. FORWARD ORIGINAL PER TRAINING SCHEDULE 3. FILE A COPY TO SERVICE RECORD						
1a. Date (DD MMM YY)		1b. Unit Name				1c. Region
2a. Last Name		2b. First Name		2c. MI	2d. Rate	2e. Social Security Number
2f. Exp. Date	2g. Date of Birth	2h. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	2i. Home Phone	2j. E-Mail Address		
2k. Home Address			2l. City		2m. State	2n. Zip Code + 4
3a. Next of Kin Name			3b. Next of Kin Address & Phone (if different than above)			
3c. Emergency Contact Name (other than NOK)			3d. Emergency Contact Daytime Phone		3e. Emergency Contact Evening Phone	
4a. Training Description		4b. Training Location		4c. Tra Code	4d. Training Start Date	4e. No. Days
5a. Has the cadet completed Recruit Training? <input type="checkbox"/> Yes <input type="checkbox"/> No	5b. Is Cadet physically qualified for this training? <input type="checkbox"/> Yes <input type="checkbox"/> No	Year Completed	Date Qualified	NSCC Action Letter 4-98 outlines minimum fitness standards for Recruit Training. Consult Training Schedule for training evolutions that have specific physical fitness requirements. Cadets who do not meet these minimums will be returned home at their expense.		
6. STATEMENT OF UNDERSTANDING (MEDICAL & STANDARDS OF CONDUCT)						Parent/Guardian Initial Below
BY INITIALING YOU CERTIFY YOUR UNDERSTANDING & CONSENT TO THE FOLLOWING PARAGRAPHS:						
6a. I have been advised and understand that the training requested by my son/daughter/ward is strenuous and both physically and mentally demanding. I certify that, to the best of my knowledge, my son/daughter/ward has no medical conditions or physical disabilities that would preclude him/her from participating in such training. I understand that should a disqualifying medical or physical condition arise prior to his/her departure for training, that the unit commanding officer will be notified immediately. Further, I understand authority for my son/daughter/ward to participate in the training requested will be cancelled.						
6b. I have been advised and understand that should my son/daughter/ward report for training with a preexisting medical/physical condition that makes it impossible for him/her to participate in scheduled training activities, or should become either physically or medically disqualified during such training, he/she will be returned home at my expense. Further, I certify that my son/daughter/ward is not under a physician's care and I further understand that he/she is not eligible to report for training if taking prescription drugs or medication.						
6c. I authorize any Health Care Provider, Insurance Company, Employer, Person, or Organization to release any information regarding medical, dental, alcohol or drug abuse history, treatment or benefits payable, including disability or employment related information concerning the patient to the Naval Sea Cadet Corps' Accident Insurance Provider, the Plan Administrator, or their employees and authorized agents for the purpose of validating and determining benefits payable. This data may be extracted for use in audit or statistical purposes. I understand that I or my authorized representative will receive a copy of this authorization upon request.						
6d. Cadets are responsible for maintaining the highest standards of conduct. Most service component berthing is 2 to a room and approaches Hotel/Motel standards. I have explained to my child that they are responsible for following ALL COTC instructions, and that improper conduct resulting from violation of instructions (i.e. sneaking out of rooms after-hours, lack of motivation, cheating, disobeying orders, etc.) will be cause for immediate dismissal from the training at my expense.						
7a. Medical Insurance Provider Name				7b. Medical Insurance Policy Number		
7c. Medical Insurance Provider Address					7d. Medical Insurance Provider Phone	
8. TRANSPORTATION NOTICE						
The Department of the Navy no longer has the scheduling authority to support the Naval Sea Cadet Corps for air transportation needs. The NSCC Unit, Unit Sponsor, Council, or individual cadet family MUST provide for transportation to and from the training site. Transportation of NSCC personnel returned home for disciplinary reasons, illness, or at own request, will be at their OWN EXPENSE or at the expense of their PARENT/GUARDIAN, NSCC UNIT, OR UNIT SPONSOR.						
9. ENDORSEMENTS THIS FORM WILL NOT BE PROCESSED WITHOUT REQUIRED ENDORSEMENTS						
By endorsing this form you affirm that the cadet is physically and mentally qualified to attend the requested training and that all information provided, to the best of your knowledge, is truthful and accurate; and you consent to the above listed NSCC/NLCC training and all terms and conditions of the preceding paragraphs. NOTE: DEPOSITS ARE NON-REFUNDABLE.						
Parent/Guardian (Print or Type)		Signature		Date (DD MMM YY)	Daytime Phone	
Commanding Officer(Print or Type)		Signature		Date (DD MMM YY)	Daytime Phone	
10. COTC ENDORSEMENT/SIGNATURE					Date (DD MMM YY)	

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS		REQUEST FOR TRAINING AUTHORITY (OFFICER)				
INSTRUCTIONS: 1. PREPARE THIS FORM IN DUPLICATE 2. FORWARD ORIGINAL PER TRAINING SCHEDULE 3. FILE A COPY TO SERVICE RECORD						
1a. Date (DD MMM YY)		1b. Unit Name		1c. Region		
2a. Last Name		2b. First Name		2c. MI	2d. Rate	2e. Social Security Number
2f. Exp. Date	2g. Date of Birth	2h. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	2i. Home Phone	2j. E-Mail Address		
2k. Home Address			2l. City	2m. State	2n. Zip Code + 4	
3a. Next of Kin Name			3b. Next of Kin Address & Phone (if different than above)			
3c. Emergency Contact Name (other than NOK)			3d. Emergency Contact Daytime Phone	3e. Emergency Contact Evening Phone		
4a. Training Description		4b. Training Location		4c. Tra Code	4d. Training Start Date	4e. No. Days
5. Have you completed Officer Professional Development Course 101?					<input type="checkbox"/> Yes <input type="checkbox"/> No	
6. STATEMENT OF UNDERSTANDING (MEDICAL & STANDARDS OF CONDUCT) BY INITIALING YOU CERTIFY YOUR UNDERSTANDING & CONSENT TO THE FOLLOWING PARAGRAPHS					Member Initial Below	
6a. I have been advised and understand that the training/escort duty requested is strenuous and both physically and mentally demanding. Since my last full physical, I have not been advised to have any surgery or major medical procedures performed. Further, I certify that I have NO outstanding or ongoing medical conditions that will preclude my carrying out my duties as assigned by (and discussed with) the COTC for this training. I understand that should a disqualifying medical or physical condition arise prior to my departure for training, that I must notify my unit commanding officer immediately, and I understand authority to participate in the training requested will be cancelled.						
6b. I authorize any Health Care Provider, Insurance Company, Employer, Person, or Organization to release any information regarding medical, dental, alcohol or drug abuse history, treatment or benefits payable, including disability or employment related information concerning the patient to the Naval Sea Cadet Corps' Accident Insurance Provider, the Plan Administrator, or their employees and authorized agents for the purpose of validating and determining benefits payable. This data may be extracted for use in audit or statistical purposes. I understand that I or my authorized representative will receive a copy of this authorization upon request.						
6c. Officers/Midshipman/Instructors are responsible for maintaining the highest standards of conduct. I affirm that I will abide by all NSCC Regulations and instructions from the COTC and host command. I understand that the consumption of alcoholic beverages in the presence of cadets or in cadet living spaces is prohibited at all times. Further, should I consume alcohol, I understand that I am not to have any contact with cadets for a minimum of six hours from the time of consumption. I also understand that smoking of cigarettes is to be done in an authorized area and not in view of cadets. I certify that I have read and understand the NSCC sexual harassment and hazing policies. I understand that violation of NSCC Regulations is cause for immediate dismissal from the training contingent.						
7a. Medical Insurance Provider Name			7b. Medical Insurance Policy Number			
7c. Medical Insurance Provider Address				7d. Medical Insurance Provider Phone		
8. TRANSPORTATION NOTICE The Department of the Navy no longer has the scheduling authority to support the Naval Sea Cadet Corps for air transportation needs. The member, NSCC Unit, Unit Sponsor, Council MUST provide for transportation to and from the training site. Transportation of NSCC personnel returned home for disciplinary reasons, illness, or at own request, will be at their OWN EXPENSE or at the expense of their NSCC UNIT, OR UNIT SPONSOR.						
9. ENDORSEMENTS THIS FORM WILL NOT BE PROCESSED WITHOUT REQUIRED ENDORSEMENTS By endorsing this form you affirm that all information provided, to the best of your knowledge, is truthful and accurate; and you consent to the above listed training/escort duty and all terms and conditions of the preceding paragraphs. NOTE: DEPOSITS ARE NON-REFUNDABLE.						
Parent/Guardian (Print or Type)		Signature		Date (DD MMM YY)	Daytime Phone	
Commanding Officer(Print or Type)		Signature		Date (DD MMM YY)	Daytime Phone	
10. COTC ENDORSEMENT/SIGNATURE					Date (DD MMM YY)	

ALL REPORTS OF INJURY REQUIRING HOSPITALIZATION

CADET/OFFICER MEDICAL CERTIFICATION

I have been advised and understand, that the training requested by son/daughter/ward is strenuous and both physically and mentally demanding. I certify that, to the best of my knowledge, my son/daughter/ward has no medical conditions or physical disabilities, which would preclude him or her from participating in such training. I understand that should a disqualifying medical or physical condition arise prior to his or her departure for training, that the unit commanding officer will be notified immediately. Further, I understand that authority for my son/daughter/ward to participate in the training requested will be canceled.

I have been advised, and understand, that should my son/daughter/ward report for training with a pre-existing medical/physical condition which makes it impossible for him/her to participate in scheduled training activities, or should become either physically or medically disqualified during such training, he or she will be returned home at my personal expense.

I certify that my son/daughter/ward is not under a physician's care and further, understand that he or she is not eligible to report for training, if taking prescription drugs or medication. (Parent/guardian initials _____).

I authorize any Health Care Provider, Insurance Company, Employer, Person or Organization to release any information regarding medical, dental, alcohol or drug abuse history, treatment or benefits payable, including disability or employment related information, to any CIGNA company, the Plan Administrator, or their employees and authorized agents for the purpose of validating and determining benefits payable. This data may be extracted for use in audit or statistical purposes. I understand that I or my authorized representative will receive a copy of this authorization upon request. This authorization or a photocopy of the original shall be valid for the duration of the claim.

DATE

PARENT/GUARDIAN SIGNATURE

WITNESS:

DATE

UNIT CO OR DESIGNATED UNIT NSCC OFFICER'S SIGNATURE

NOTE: THE ABOVE MUST BE COMPLETED AND SIGNED PRIOR TO CADET DEPARTING FOR TRAINING.

TRAINING CODES

AN – Basic Airman	MA – Master-At-Arms	SL – SEAL Training
AO – Amphibious Operations	MD – Medical Training	SP – Special Boat
AV – Advanced Airman	MU – Music School	SS – Submarine Seminars
CA – USCG Air Training	ND – NLCC Advanced Training	
CH – USCG Shore Training	NH – Navy Shore Training	
CS – USCG Shipboard Training	NS – Navy Shipboard Training	
CB – Seabee Construction	NT – NLCC Orientation	
EO – Educational/Orientation	RC – Recruiting Duty	
LC – Cadet Leadership Academy	RT – NSCC Recruit Training	
LO – Officer Leadership (OPD)	PO – Port Operations	

THE FOLLOWING ENDORSEMENTS ARE REQUIRED BEFORE SUBMITTING TO NHQ

PHYSICALLY QUALIFIED: YES ___ NO ___ DATE: ___ / ___ / ___ . CO'S SIGNATURE: _____

REPORTED: TIME: _____ DATE: ___ / ___ / ___ . ACTIVITY SIGNATURE (OOD): _____

DEPARTED: TIME: _____ DATE: ___ / ___ / ___ . ACTIVITY SIGNATURE (OOD): _____

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS	LOCALLY ARRANGED TRAINING AUTHORITY (CADET)	Non-Transferable Cadet Orders (Local)
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From: Commanding Officer,	1a. Unit Name	1b. Region	1c. Date		
To:	2a. Last Name		2b. First Name		2c. MI
	2d. Rate	2e. Social Security Number	2f. I.D. Exp. Date	2g. Date of Birth	2h. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
	2i. Address			2j. City	
	2k. State	2l. Zip Code + 4	2m. Home Phone	2n. Next of Kin Name	

Ref: (a) NSCC Regulations (b) OPNAVINST 5760.5B (c) SECNAVINST 5720.44A (d) COMDTINST M-5728.2A (e) NSCC Uniform Regulations.

1. Report to:	3a. Training Site				
	3b. Report (Time/Date)	3c. Depart (Time/Date)	3d. Training Code	3e. Training Site Point of Contact	
	3f. Training Site POC Phone		3g. Escort Officer (Name & Rank)		3h. Escort Officer Phone

2. The basic responsibility for expenses incident to your transportation and messing rest with you, your parent or legal guardian if you are under 18 years of age, your unit and your local Navy League Council or other sponsoring organizations. If your training is terminated prior to completion due to misconduct, transportation home will be your responsibility. While the Navy or Coast Guard has authorized this special NSCC training, the law requires that you pay for your berthing and meals (when applicable). Messing and berthing bills must be paid in full (unless otherwise directed) prior to completing training.

3. You must receive a physical screening within 30 days of the reporting date indicated above. The unit commanding officer is authorized to conduct this screening and sign the "PHYSICALLY QUALIFIED" endorsement on the reverse of this form. A medical form NSCADM 020 or NAVMED 6120/3 must be completed and provided to the unit commanding officer prior to screening. **IF YOU ARE FOUND NOT PHYSICALLY QUALIFIED, YOU ARE NOT AUTHORIZED TO REPORT FOR TRAINING and must return these orders immediately to the commanding officer. If unable to comply for other reasons, please indicate the reason(s).**

4. Upon reporting you must provide the Commanding Officer of the Training Contingent (COTC), escort officer, or training point of contact with your NSCC Service Record which will include:

- a. Locally Arranged Training Authority - Cadet (NSCTNG 003).
- b. Cadet Application & Agreement/Standard Release (NSCADM 001) signed by you and your parent/guardian.
- c. Report of Medical History (NSCADM 020) and Report of Medical Examination (NSCADM 021).
- d. NSCC Administrative Remarks (NSCADM 008) and Record of Cadet Advancement (NSCADM 009), authenticating all training completed, including test grades.

5. You must wear the NSCC uniforms authorized in references (a), (b), (d), and (e) and any modifications as prescribed by the host command. NSCC/NLCC Flashes are MANDATORY on all uniform outer garments (shirts, coats, sweaters, etc.); and must possess a CURRENT NSCC/NLCC identification card for personal identification and to enable you to make authorized purchases in base exchange facilities. **IF YOUR ENROLLMENT HAS EXPIRED OR WILL EXPIRE PRIOR TO THE END OF TRAINING, YOU ARE NOT AUTHORIZED TO REPORT TO OR PARTICIPATE IN TRAINING.**

Unit Commanding Officer's Signature

NOTE TO UNIT COMMANDING OFFICER: Upon completion of training and once these orders have been properly endorsed, retain the original in service record and submit a copy with completed endorsements to NHQ. Notify NHQ of any accidents, particularly those requiring hospitalization. **ENSURE A ACCIDENT REPORT (NSCADM 022) IS PROPERLY COMPLETED AND SUBMITTED TO NHQ FOR ALL ACCIDENTS AND INJURIES WITHIN 30 DAYS IF NOT SOONER.**

ACTIVITY ENDORSEMENTS		THE FOLLOWING ENDORSEMENTS ARE REQUIRED BEFORE SUBMITTING TO NHQ
Time Reported	Date Reported	Activity Signature (OOD)
Time Departed	Date Departed	Activity Signature (OOD)

TRAINING AUTHORITY		Non-Transferable Cadet Orders (Local)	
4. STATEMENT OF UNDERSTANDING (MEDICAL & STANDARDS OF CONDUCT)			Parent/Guardian Initial Below
BY INITIALING YOU CERTIFY YOUR UNDERSTANDING & CONSENT TO THE FOLLOWING PARAGRAPHS			
4a. I have been advised and understand that the training requested by my son/daughter/ward is strenuous and both physically and mentally demanding. I certify that, to the best of my knowledge, my son/daughter/ward has no medical conditions or physical disabilities that would preclude him/her from participating in such training. I understand that should a disqualifying medical or physical condition arise prior to his/her departure for training, that the unit commanding officer will be notified immediately. Further, I understand authority for my son/daughter/ward to participate in the training requested will be cancelled.			
4b. I have been advised and understand that should my son/daughter/ward report for training with a preexisting medical/physical condition that makes it impossible for him/her to participate in scheduled training activities, or should become either physically or medically disqualified during such training, he/she will be returned home at my expense. Further, I certify that my son/daughter/ward is not under a physician's care and I further understand that he/she is not eligible to report for training if taking prescription drugs or medication.			
4c. I authorize any Health Care Provider, Insurance Company, Employer, Person, or Organization to release any information regarding medical, dental, alcohol or drug abuse history, treatment or benefits payable, including disability or employment related information concerning the patient to the Naval Sea Cadet Corps' Accident Insurance Provider, the Plan Administrator, or their employees and authorized agents for the purpose of validating and determining benefits payable. This data may be extracted for use in audit or statistical purposes. I understand that I or my authorized representative will receive a copy of this authorization upon request.			
4d. Cadets/Staff Cadets are responsible for maintaining the highest standards of conduct. Most service component berthing is 2 to a room and approaches Hotel/Motel standards. I have explained to my child that they are responsible for following ALL COTC instructions, and that improper conduct resulting from violation of instructions (i.e. sneaking out of rooms after-hours, lack of motivation, cheating, disobeying orders, etc.) will be cause for immediate dismissal from the training at my expense.			
5a. Medical Insurance Provider Name		5b. Medical Insurance Policy Number	
5c. Medical Insurance Provider Address		5d. Medical Insurance Provider Phone	
6. ENDORSEMENTS			
By endorsing this form you affirm that the cadet is physically and mentally qualified to attend the requested training and that all information provided, to the best of your knowledge, is truthful and accurate; and you consent to the above listed NSCC/NLCC training and all terms and conditions of the preceding paragraphs. NOTE: DEPOSITS ARE NON-REFUNDABLE.			
Parent/Guardian (Print or Type)	Signature	Date (DD MMM YY)	Daytime Phone
Commanding Officer(Print or Type)	Signature	Date (DD MMM YY)	Daytime Phone
THE ABOVE MUST BE COMPLETE AND SIGNED PRIOR TO DEPARTURE FOR TRAINING			
SPECIAL NOTES			
TRAINING CODES (for use in block 3d.)			
AN – Basic Airman	MA – Master-at-Arms	PO – Port Operations	
AO – Amphibious Operations	MD – Medical Training	SL – SEAL Training	
AV – Advanced Airman	MU – Music School	SP – Special Boats	
CA – USCG Air Training	ND – NLCC Advanced Training	SS – Submarine Seminar	
CH – USCG Shore Training	NH – Navy Shore Training		
CS – USCG Shipboard Training	NS – Navy Shipboard Training		
CB – Seabee Construction	NT – NLCC Orientation		
EO – Education/Orientation	RC – Recruiting Duty		
LC – Cadet Leadership Academy	RE – Regional Evolution (Flagship, ORI)		
LO – Officer Leadership (OPD)	RT – NSCC Recruit Training		

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS	LOCALLY ARRANGED TRAINING AUTHORITY (OFFICER)	Non-Transferable Officer Orders (Local)
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From: Commanding Officer,	1a. Unit Name	1b. Region	1c. Date		
To:	2a. Last Name		2b. First Name		2c. MI
	2d. Rank/Rate	2e. Social Security Number	2f. I.D. Exp. Date	2g. Date of Birth	2h. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
	2i. Address			2j. City	
	2k. State	2l. Zip Code + 4	2m. Home Phone	2n. Next of Kin Name	

Ref: (a) NSCC Regulations (b) OPNAVINST 5760.5B (c) SECNAVINST 5720.44A (d) COMDTINST M-5728.2A (e) NSCC Uniform Regulations.

1. Report to:	3a. Training Site				
	3b. Report (Time/Date)	3c. Depart (Time/Date)	3d. Training Code	3e. Training Site Point of Contact	
	3f. Training Site POC Phone		3g. Escort Officer (Name & Rank)		3h. Escort Officer Phone

2. You are authorized to report to the Commanding Officer of the Training Contingent up to a maximum of (5) days prior to the start of the training. You will serve as Escort Officer/Staff Instructor for the training indicated above. You will be guided in the performance of your duties by the Escort Officer's Handbook.

3. No pay or allowances are authorized in complying with this assignment. The basic responsibility for expenses incident to your transportation and mess rests with you, your unit, your local Navy League Council, or other sponsoring organization. Although the Navy has authorized this special NSCC training, the law requires that you pay for your meals. Berthing and messing will be provided as authorized by reference (b).

4. You are required to wear the uniform(s) authorized in references (a) and (b). NSCC shoulder flashes are mandatory on all uniform coats and outer garments. You must have a valid NSCC Identification Card in your possession at all times. You will comply with all the rules and regulations regarding conduct, as established by the activity Commanding Officer or higher authority.

Unit Commanding Officer's Signature

NOTE TO UNIT COMMANDING OFFICER: Upon completion of training and once these orders have been properly endorsed, retain the original in service record and submit a copy with completed endorsements to NHQ. Notify NHQ of any accidents, particularly those requiring hospitalization. **ENSURE A NSCMED 003 FORM IS PROPERLY COMPLETED AND SUBMITTED TO NHQ FOR ALL ACCIDENTS AND INJURIES WITHIN 30 DAYS IF NOT SOONER.**

ACTIVITY ENDORSEMENTS		THE FOLLOWING ENDORSEMENTS ARE REQUIRED BEFORE SUBMITTING TO NHQ
Time Reported	Date Reported	Activity Signature (OOD)
Time Departed	Date Departed	Activity Signature (OOD)

TRAINING AUTHORITY		Non-Transferable Officer Orders (Local)	
4. Have you completed Officer Professional Development Course 101?			<input type="checkbox"/> Yes <input type="checkbox"/> No
5. STATEMENT OF UNDERSTANDING (MEDICAL & STANDARDS OF CONDUCT) BY INITIALING YOU CERTIFY YOUR UNDERSTANDING & CONSENT TO THE FOLLOWING PARAGRAPHS			Member Initial Below
5a. I have been advised and understand that the training/escort duty requested is strenuous and both physically and mentally demanding. Since my last full physical, I have not been advised to have any surgery or major medical procedures performed. Further, I certify that I have NO outstanding or ongoing medical conditions that will preclude my carrying out my duties as assigned by (and discussed) with the COTC for this training. I understand that should a disqualifying medical or physical condition arise prior to my departure for training, that I must notify my unit commanding officer immediately, and I understand authority to participate in the training requested will be cancelled.			
5b. I authorize any Health Care Provider, Insurance Company, Employer, Person, or Organization to release any information regarding medical, dental, alcohol or drug abuse history, treatment or benefits payable, including disability or employment related information concerning the patient to the Naval Sea Cadet Corps' Accident Insurance Provider, the Plan Administrator, or their employees and authorized agents for the purpose of validating and determining benefits payable. This data may be extracted for use in audit or statistical purposes. I understand that I or my authorized representative will receive a copy of this authorization upon request.			
5c. Officers/Midshipman/Instructors are responsible for maintaining the highest standards of conduct. I affirm that I will abide by all NSCC Regulations and instructions from the COTC and host command. I understand that the consumption of alcoholic beverages in the presence of cadets or in cadet living spaces is prohibited at all times. Further, should I consume alcohol, I understand that I am not to have any contact with cadets for a minimum of six hours from the time of consumption. I also understand that smoking of cigarettes is to be done in an authorized area and not in view of cadets. I certify that I have read and understand the NSCC sexual harassment and hazing policies. I understand that violation of NSCC Regulations is cause for immediate dismissal from the training contingent.			
6a. Medical Insurance Provider Name		6b. Medical Insurance Policy Number	
6c. Medical Insurance Provider Address		6d. Medical Insurance Provider Phone	
7. ENDORSEMENTS By endorsing this form you affirm that all information provided, to the best of your knowledge, is truthful and accurate, and you consent to the above listed training/escort duty and all terms and conditions of the preceding paragraphs. NOTE: DEPOSITS ARE NON-REFUNDABLE.			
Member Name (Print or Type)	Signature	Date (DD MMM YY)	Daytime Phone
Commanding Officer (Print or Type)	Signature	Date (DD MMM YY)	Daytime Phone
THE ABOVE MUST BE COMPLETE AND SIGNED PRIOR TO DEPARTURE FOR TRAINING			
SPECIAL NOTES			
TRAINING CODES (for use in block 3d.)			
AN – Basic Airman	MA – Master-at-Arms	PO – Port Operations	
AO – Amphibious Operations	MD – Medical Training	SL – SEAL Training	
AV – Advanced Airman	MU – Music School	SP – Special Boats	
CA – USCG Air Training	ND – NLCC Advanced Training	SS – Submarine Seminar	
CH – USCG Shore Training	NH – Navy Shore Training		
CS – USCG Shipboard Training	NS – Navy Shipboard Training		
CB – Seabee Construction	NT – NLCC Orientation		
EO – Education/Orientation	RC – Recruiting Duty		
LC – Cadet Leadership Academy	RE – Regional Evolution (Flagship, ORI)		
LO – Officer Leadership (OPD)	RT – NSCC Recruit Training		



NSCC SEAL PHYSICAL FITNESS TEST



NAME: _____ NSCC ID # _____

REGION _____ UNIT _____

REQUIRED EXERCISES

1. **Swim Continuously for 500 Yards** utilizing only the side stroke and/or breast stroke. If performed in a pool, applicant may push off pool sides during turns.

REQUIRED TIME: 12 MINUTES 30 SECONDS

PASSED: _____
INITIALS

(Two Minute Rest Period)

2. **Perform Maximum Amount of Push-Ups (Minimum 42)**. Perform this exercise with back straight, head up, and knees together, Lower yourself to the ground, bending your elbows, keeping your body straight, until you touch your chest to the ground. Then push your body up, keeping your back straight and locking your position. Although the minimum is 42 push-ups, you will be expected to perform more on demand.

REQUIRED TIME: TWO MINUTES (NO MORE).

PASSED: _____
INITIALS

(Two Minute Rest Period)

3. **Perform Maximum Amount of Sit-Ups (Minimum 50)**. Perform this exercise with the hands clasped behind the head, knees bent at approximately a 120 degree angle, feet held on the ground by an assistant. Raise your upper body to an upright position and attempt to touch your knees to your forehead (left and right knee on alternating counts) prior to lowering your upper body to the ground. Count repetitions aloud as you reach the "up" position.

REQUIRED TIME: TWO MINUTES.

PASSED: _____
INITIALS

(Two Minute Rest Period)

4. **Perform at least Eight Continuous Pull-Ups.** Perform this exercise by grasping the pull-up bar and hanging straight down. Palms away, at shoulder width. Count repetitions aloud each time you pull your chin over the bar. Do not swing or bicycle your feet as you pull your chin over the bar, and maintain a vertical position throughout the exercise. **NO TIME LIMIT.**

PASSED: _____
INITIALS

(Ten Minute Rest Period)

5. **Run 1 ½ Miles** wearing full length trousers and high quality athletic shoes.
MAXIMUM TIME ALLOWED: **11 MINUTES 30 SECONDS.**

PASSED: _____
INITIALS

This test has been performed meeting the above standards. I certify that

Cadet _____,
NSCC ID # _____, has successfully completed the above requirements and is
qualified for NSCC SEAL Training.

ACTIVE DUTY NAVY ADMINISTRATOR
(SIGNATURE/RANK)

UNIT COMMANDING OFFICER'S
(SIGNATURE)

DATE: _____

DATE: _____

NOTE: Applicants in Pacific Southwest Region (Region 11) must contact LCDR Dutton,
NSCC, Regional Director, for additional testing requirements and the dates for
Physical Fitness Test

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS	NSCC SEAL PHYSICAL FITNESS TEST	<i>To be completed prior to submission of training request (NSCTNG 001)</i>
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1. NOTES AND INSTRUCTIONS

- This form must be used to certify physical fitness standards for attendance at NSCC SEAL Training.
- Cadets are required to perform each task for the entire time. Do NOT stop when the minimum is achieved. The total number of repetitions or time completed will be recorded.
- Include this completed form with NSCTNG 001 when applying for SEAL TWT.
- The criteria listed are the minimum required standards for attendance at NSCC SEAL Training. Cadets should strive to exceed these minimum standards.
- ALL requirements MUST be met to achieve eligibility to attend training.
- The testing administrator should initial in the box provided when the Cadet achieves the performance criteria listed for each exercise.
- Personnel interested in obtaining the Physical Fitness Ribbon should consult the NSCC Awards Manual for criteria.
- Cadets interested in NSCC minimum physical readiness standards for Recruit Training should use the NSCTNG 020 for testing requirements.

2. PERSONNEL INFORMATION

2a. Last Name	2b. First Name	2c. Social Security Number	
2d. Address	2e. City	2f. State	2g. Zip Code +4
2h. Unit Name	2i. Region	2j. Rank	2k. Age
2l. Testing Location			

3. REQUIRED EXERCISES

OBJECTIVE	CRITERIA	TIME OR NUMBER PERFORMED	ADMINISTRATOR'S INITIALS
3a. Swim 500 yards continuously in 12 minutes and 30 seconds or less	Utilizing only the side stroke and/or breast stroke. If performed in a pool, Cadet may push off of pool sides.		
3b. Perform 42 or more push-ups in two minutes,	Perform this exercise with the back straight, head up, and knees together. Lower yourself to the ground, bending your elbows, keeping your body straight, until you touch your chest to the ground. Then push your body up, keeping your back straight and locking your position. You will be expected to perform more than the minimum required on demand.		
3c. Perform 50 or more sit-ups in two minutes.	Perform this exercise with the hands clasped behind the head, knees bent at approximately a 120-degree angle, feet held on the ground by an assistant. Raise your body to an upright position and attempt to touch your knees to your forehead (left and right kneed on alternating counts) prior to lowering your upper body to the ground. Count repetitions aloud as you reach the "up" position.		
3d. Perform 8 or more pull-ups. (No time limit)	Perform this exercise by grasping the pull-up bar and hanging straight down. Palms away, at shoulder width. Count repetitions aloud each time you pull your chin over the bar. Do not swing or bicycle your feet as you pull your chin over the bar, and maintain a vertical position throughout the exercise		
3e. Run 1 ½ miles in 11 minutes and 30 seconds or less	Wearing full-length trousers and high quality athletic shoes.		

4. CERTIFICATIONS

"This test has been performed meeting the NSCC SEAL training requirements. I certify that the above listed Cadet has met or exceeded the minimum requirements and is qualified for NSCC SEAL Two Week Training."

4a. Full Name and Rank of Active Duty Administrator (Print or Type)	4b. Signature	4c. Date (DD MMM YY)
4d. Full Name and Rank of Commanding Officer (Print or Type)	4e. Signature	4f. Date (DD MMM YY)

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS	NSCC SCHOOL OF MUSIC QUESTIONNAIRE	<i>To be completed prior to submission of training request (NSCTNG 001)</i>	
1. NOTES AND INSTRUCTIONS <ul style="list-style-type: none"> • This form must be used to certify minimum music knowledge standards for attendance at NSCC School of Music. • Include the completed form with the NSCTNG 001 when applying for training. • The criteria listed are the minimum required standards for attendance at training. Cadets should strive to exceed these minimum standards. • ALL requirements MUST be met to achieve eligibility to attend training. 			
2. PERSONNEL INFORMATION			
2a. Last Name	2b. First Name	2c. Social Security Number	
2d. Address	2e. City	2f. State	2g. Zip Code +4
2h. Unit Name	2i. Region	2j. Rank	2k. Age
3. SCHOOL INFORMATION			
3a. Name of School Attending	3b. Band Director/Instructor	3c. Phone (Include area code)	
3d. Address of School	3e. City	3f. State	3g. Zip Code + 4
4. EXPERIENCE			
4a. Cadet is currently a member of which band? (Marching, Orchestra, etc.)			
4b. Part	4c. Section	4d. Chair	
4e. Cadet participates in the following ensembles:			
4f. Cadet participated in solo and ensemble contests playing the following selections and scored:			
4g. Number of year of private music study	4h. Student is capable of sight reading Grade 3 standard band literature <input type="checkbox"/> Yes <input type="checkbox"/> No		
4i. Additional Comments / Recommendations			
5. CERTIFICATIONS			
"The above individual demonstrates sufficient knowledge and experience to attend the NSCC School of Music Training."			
5a. Full Name of Band Director/Instructor (Print or Type)	5b. Signature	5c. Date (DD MMM YY)	
5d. Full Name and Rank of Commanding Officer (Print or Type)	5e. Signature	5f. Date (DD MMM YY)	

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS		RECRUIT TRAINING CHECK-OFF LIST		File on top right side of Service Record	
1. NOTES AND INSTRUCTIONS					
<ul style="list-style-type: none"> This form must be used to ensure that Cadets are fully prepared for Recruit Training. Include this completed form in the Cadet's Service record. The COTC will review each item on this form when evaluating the home unit's preparation of Cadets for Recruit Training. Refer to the current training schedule for any additional training requirements. 					
2. PERSONNEL INFORMATION					
2a. Last Name		2b. First Name		2c. Social Security Number	
2d. Address		2e. City	2f. State	2g. Zip Code +4	
2h. Unit Name		2i. Region	2j. Rank	2k. Age	
3. TRAINING REQUIREMENTS (PRIOR TO REQUESTING TRAINING)					CO INITIALS
3a. Verify that each Cadet is physically qualified by reviewing the Report of Medical History (NSCADM 020) and Report of Medical Examination (NSCADM 021) to ensure no asthma, prescription medication, broken bones, serious allergies, or any other disqualifying physical condition.					
3b. Cadet must meet the guidelines contained on the Cadet Exercise Chart (NSCTNG 020), which provide minimum standards for attendance at Recruit Training. This will be annotated on the Request for Training Authority (NSCTNG 001) prior to submission.					
3c. Obtain parental certification in the Request for Training Authority (NSCTNG 001) that the Cadet is not under a physician's care and/or taking prescription medications.					
3d. Ensure that the Cadet has been enrolled in the NSCC for a minimum of six weeks prior to the start of recruit training. If Cadet is a prior NLCC Cadet with more than one year of service, this requirement is waived.					
3e. Ensure that the Cadet is 14 years old prior to 01 SEP of the year of recruit training. If Cadet is a prior NLCC Cadet with more than one year of service, this requirement is waived.					
3f. Verify that each Cadet has completed or has been trained in at least the first three assignments of the Basic Military Requirements (NAVEDTRA 12043) or assignments 1, 5, 6, 9, and 10 of the Basic Military Requirements (NAVEDTRA 12018).					
3g. Cadets must have all seabag items required on the list provided by the Recruit Training COTC.					
3h. Brief all Cadets and parents on Recruit Training. Include transportation policies, reasons that Cadets may be returned home early, transportation costs to the parents if a Cadet is returned home, training content, and the length and overall cost of the training.					
3i. Verify that the identification card will be current through the end of the training period.					
3j. Forward each Cadet's properly completed Request for Training Authority (NSCTNG 001) and any required deposits to the COTC listed in the training schedule.					
4. TRAINING REQUIREMENTS (PRIOR TO DEPARTURE FOR TRAINING)					CO INITIALS
4a. Sign the Training Authority (NSCTNG 005) certifying that the Cadet is physically qualified prior to issuing the Cadet orders for Recruit Training. Cadets will be returned home if any required item is missing from the service record.					
4b. Conduct a Seabag inspection. Be sure to confiscate, and return to the Cadet's parents or guardians, all contraband and unnecessary items.					
4c. Ensure that each Cadet's service record is complete and at a minimum includes the following forms on the right side:					
<ul style="list-style-type: none"> Cadet Application and Agreement (NSCADM 001) with endorsed Standard Release on the reverse side. 					
<ul style="list-style-type: none"> Record of Cadet Advancement (NSCADM 009) 					
<ul style="list-style-type: none"> Report of Medical History (NSCADM 020) 					
<ul style="list-style-type: none"> Report of Medical Examination (NSCADM 021) 					
<ul style="list-style-type: none"> Request for Training Authorization (NSCTNG 001) [Original] 					
<ul style="list-style-type: none"> Recruit Training Check-Off List (NSCTNG 013) 					
4. CERTIFICATIONS					
4a. Full Name and Rank of Commanding Officer (Print or Type)			4b. Signature		4c. Date (DD MMM YY)

2000 COAST GUARD TRAINING OPPORTUNITIES

UNIT CO's MUST READ.

Coast Guard training opportunities immediately follow, and any additional opportunities will be provided via updates when known. ***This is not a complete list. Where other training has been or is being arranged on a unit to command basis, please continue even though not included here.*** Ensure that your cadets take full advantage of this training as it is generally exciting, fun-filled and extremely instructional in nature. Training is normally scheduled for a period of approximately 12 days, and you should plan on **30 days advance notice for confirmation**. It is extremely important to ensure that you have confirmed a quota and reaffirmed it with the Coast Guard activity before going on TWT. There is **absolutely no room for error** due to the extremely limited messing and berthing available. The Coast Guard provides some of our finest and most fun filled training experiences. We do not want to jeopardize these great opportunities just because someone decided not to follow procedures.

Cadets will perform most of the same duties as their Coast Guard running mates, and are expected to do their fair share in all tasks. Safety shoes for heavy work, and non-skid shoes for boat operations are mandatory. **ALL CADETS ARE RESPONSIBLE** for their messing and berthing fees (should be approximately \$140.00 per cadet). **DO NOT leave the training site without paying required fees! Keep receipts for messing and berthing expenses. When cadets return to their units they are to give receipts and their NSC 24C orders to their Unit CO. Unit CO's are to submit these along with an NSCTNG 022 after training and not later than 1 September. Cadets will be re-imbursed for their training expenses via the Unit CO. See encl (4).**

Guidelines for this year's training are as provided in the below listed sections. A listing of all sections is immediately provided below for your quick reference.

SECTION 1: APPLICATION PROCEDURES

SECTION 2: STATEMENT OF UNDERSTANDING FOR COAST GUARD TRAINING

SECTION 3: 2001 COAST GUARD TRAINING SCHEDULE

TAB A: STATEMENT OF UNDERSTANDING FOR COAST GUARD TRAINING

SECTION 1

APPLICATION PROCEDURES

- As per **UNIT CO's MUST READ** above.
- Unit Arranged Orders (NSC-24C or NSCTNG 003 or 004) will be utilized for all USCG training. Copies of the completed and endorsed orders with receipts must be forwarded to NHQ after training along with the NSCTNG 022 to receive credit for the training *and to get reimbursed for training expenses*. Use NSCTNG 022 at encl (4). And please remember that maintaining our credibility for good advance planning and follow through is of utmost importance for Coast Guard training.

SECTION 2

STATEMENT OF UNDERSTANDING FOR COAST GUARD

TRAINING

- At TAB A to this enclosure is a statement of understanding for Coast Guard Training which must be completed by all cadets, their unit CO, and the cadet parent or guardian, as part of the application process for training with the Coast Guard. It is self explanatory and intended to compliment those guidelines already promulgated to ensure the safety and well being of cadets during summer training.

SECTION 3

The Coast Guard Opportunities Are as Follows:

2001 NSCC/NLCC SUMMER TRAINING WITH THE UNITED STATES COAST GUARD

2001 United States Coast Guard Summer Training Opportunities

Below are Summer Training Opportunities received from the U.S. Coast Guard Public Affairs Office listed by state. This does not mean these are the only opportunities available. If a Coast Guard Facility is nearby, Unit CO's are encouraged to cultivate and coordinate these opportunities. The information is dated, so please call ahead to confirm.

ALABAMA

Station Mobile, South Broad Street, Mobile, AL 36615

POC: BM2 Steve Urban

Telephone: (334) 441-5015

Billets Available: 2 Male 1 Female

Dates Available: After 19 June 2001

USCG CUTTTER SWEETGUM; Coast Guard Base South Broad Street, Mobile, AL 36615

POC: ENS Andrew Bender

Telephone: (334) 441-6277

Billets Available: 2 Male or 2 Female

Dates Available: 14 May – 22 July 2001

USCG CUTTER STINGRAY; South Broad Street, Mobile, AL 36615

POC: BM1 James White

Telephone: (334) 441-5268

Billets Available: 1 Female Only

Dates Available: Anytime

MSO Mobile; 150 North Royal Street, Mobile, AL 36652

POC: LT Ladonn Hight

Telephone: (334) 441-5196/5288

Billets Available: 2 Male or 2 Female

Dates Available: May – August

ARKANSAS

USCGC KANAWHA (WLR 75407): Officer In Charge USCGC KANAWHA, 4101 Port Rd., Pine Bluff, AR 71611

POC: BMC Tom Soeltner

Telephone: (870) 536-1134

Billets Available: 10 Cadets for day trips only; 1 or 2 male for underway periods up to 5 days. No accommodations for females.

Dates Available: Contact POC

FLORIDA

USCG Air Station Clearwater 15100 Rescue Way, Clearwater, FL 33762

POC: Public Affairs Officer

Telephone: (727) 535-1437 extension 1145/1146

Billets Available: Male or Female (Contact POC)

Dates Available: Contact POC

Florida Continued

USCGC MONHEGAN; USCGC MONHEGAN (WPB-1305) USCG Group Key West, FL 33040

POC: LTJG Christian A. Lee, Executive Officer

Telephone: (305) 292-8810

Billets Available: 1 Male Only

Dates Available: 1 August – 15 August

USCG Station Destin; P.O. Box 1289 Destin, FL 32540

POC: BM1 Michael Lalor

Telephone: (850) 244-2682

Billets Available: 2 Male or 1 Female

Dates Available: Spring and Summer

USCG Station Panama City; 1700 Thomas Drive Panama City, FL 32408

POC: BM1 Dan Undieme

Telephone: (850) 234-4228

Billets Available: 2 Male or 2 Female

Dates Available: Flexible

USCG Station Pensacola; NAS Pensacola 21 Slemmer Ave., Pensacola, FL 32508

POC: BMC Strehle

Telephone: (850) 453-8282

Billets Available: 2 Male or 2 Female

Dates Available: Anytime

LOUISIANA

USCG Station Grand Isle; P.O. Box 158 Grand Isle, LA 70358

POC: LT John Sherlock

Telephone: (504) 787-2136

Billets Available: 2 Male or 2 Female

Dates Available: Call to coordinate

MSD Lake Charles; P.O. Box 4 Lake Charles, LA 70601

POC: LT Vince Cesario

Telephone: (337) 433-3765

Billets Available: 2 Male Only

Dates Available: Year round with 1-2 week intervals

USCGC PAMLICO; 4640 Urquhart St New Orleans, LA 70117

POC: BMC Johnson

Telephone: (504) 942-3042

Billets Available: 1 Male

Dates Available: August and September

LOUISIANA CONTINUED

USCG Aids to Navigation Team Colfax; Officer In Charge USCGC ANT Colfax, Control House RD, Colfax, LA 71417

POC: BMC Larry Davis

Telephone: (318) 627-2783

Billets Available: 10 cadets for day trips only. No accommodations for females.

Dates Available: Call to coordinate

MISSISSIPPI

USCGC PATOKA (WLR 75408); Officer In Charge USCGC PATOKA 1794 Harbor Front RD, Greenville, MS 38701

POC: BMC Jim Travis

Telephone: (662) 332-1044

Billets Available: 10 cadets for day trips only; 1 or 2 male for underway periods up to 5 days. No accommodations for females.

Dates Available: Call to coordinate

USCGC KICKAPOO (WLR 75406); Officer In Charge USCGC KICKAPOO 225 Coast Guard Rd Vicksburg, MS 39183

POC: BMC Matt Lasley

Billets Available: 10 cadets for day trips only; 1 or 2 male for underway periods up to 5 days. No accommodations for females.

Dates Available: Call to coordinate

USCGC GREENBRIER (WLR 75501); Officer In Charge USCGC GREENBRIER 44 L. E. Berry Rd Natchez, MS 39122

POC: BMC Bill Weir

Telephone: (601) 446-5104

Billets Available: 10 cadets for day trips only; 1 or 2 male for underway period up to 5 days. One (1) female for underway periods up to 5 days.

Dates Available: Call to coordinate

OKLAHOMA

USCGC MUSKINGUM (WLR 75402); Officer In Charge USCGC MUSKINGUM Route 4 Hwy South Salliasaw, OK 74955

POC: BM1 Vance Caskey

Telephone: (918) 775-4471

Billets Available: 10 cadets for day trips; 1 or 2 Male for underway periods up to 5 days. No accommodations for females.

Dates Available: Call to coordinate

OREGON

USCG Station Umpqua River; P.O. Box 1008 335 Beach Blvd., Winchester Bay, OR 97467

POC: BM1 Steve Schuch

Telephone: (541) 271- 2138

Billets Available: 4 Male or 4 Female

Dates Available: Call to coordinate

USCG Station Portland; 6767 N Basin Ave., Portland, OR 97217

POC: BM1 Morris

Telephone: (503) 240-9375

Billets Available: 2 Male only

Dates Available: 01 June through 31 August

PENNSYLVANIA

MSO Pittsburgh; 100 Forbes Ave., Kossman Bldg., Suite 1150 Pittsburgh, PA 15222

POC: LCDR Bornemann

Telephone: (412) 644-5808

Billets Available: Up to 4 Male or 4 Female

Dates Available: Anytime

TENNESSEE

USCGC KANKAKEE (WLR 75500); Officer In Charge USCGC KANKAKEE 2 Auction Ave.,
Memphis, TN 38105

POC: BMC Homer Villarreal

Telephone: (901) 544-3912 extension 138

Billets Available: 10 cadets for day trips only; 1 or 2 male for underway periods up to 5 days. One (1) female for underway periods up to 5 days.

Dates Available: Call to coordinate

TEXAS

Vessel Traffic Service Houston/Galveston; 9640 Clinton Drive Floor 2 Houston, TX 77029

POC: Warner Welcher

Telephone: (713) 671-5136

Billets Available: 1 Male Only

Dates Available: 01 July – 15 August

MSU Galveston; 601 Rosenberg #309 Galveston, TX 77550-1705

POC: LCDR Meredith Austin

Telephone: (409) 766-3637

Billets Available: 2 Male cadets only

Dates Available: 2 weeks in July or August

TEXAS CONTINUED

USCG Station Freeport; 823 Coast Guard Drive Freeport, TX 72541

POC: BM2 Higgs

Telephone: (979) 233-7551

Billets Available: 3 Male or 2 Female

Dates Available: Spring and Summer. Call to coordinate.

USCG Station Port O'Connor; P.O. Box 57 Port O'Connor, TX 77982

POC: BM2 Mike Weisenbaugh

Telephone: (361) 983-2617

Billets Available: 1 Male or 1 Female

Dates Available: May – August

USCG Air Station Houston; 1178 Ellington Field Houston, TX 77034

POC: AVTCS Sebald

Telephone: (281) 481-0025 extension 1275

Billets Available: 2 Male only

Dates Available: 15 July – 31 August

WASHINGTON

USCGC CUTTYHUNK (WPB 1322); USCG Group End of Ediz Hook Road Port Charles, WA 98362

POC: CWO R.K. Loster

Telephone: (360) 417-5980

Billets Available: 2 Male only

Dates Available: Year round except February through April

USCGC MELLON (WHEC 717); USCGC MELLON (WHEC 717) FPO, AP 96698-3914

POC: CWO2 David Schuler

Telephone: (206) 217-6290

Billets Available: 2 Male or 2 Female

Dates Available: Underway in Alaska 10 May to 15 July. Call to coordinate.

USCG ANT Kennewick; 434 Clover Island Kennewick, WA 99336

POC: BMC Thomas Carroll or BM1 Phillip Will

Telephone: (509) 586-1110

Billets Available: 4 Male or 4 Female

Dates Available: Anytime Monday through Thursday 0700 – 1300.

**STATIONS/VESSELS
UNDER OPERATIONAL COGNIZANCE
USCG GROUP WOODS HOLE, MA**

Stations:

- Provincetown
- Cape Cod Canal
- Woods Hole
- Chatham
- Brant Point (Nantucket)
- Menemsha (Martha's Vineyard)
- Castle Hill, RI
- Point Judith, RI
- Air Station Cape Cod

Cutters: Sanibel; Monomoy; Hammerhead

NSCC LCDR Jim McLoughlin, 6 Shamrock Lane, Buzzards Bay, MA 02532 at (508) 759-8606 is the point of contact for training at all the above listed sites. Call him for placement of cadets.

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS	STATEMENT OF UNDERSTANDING FOR COAST GUARD TRAINING	<i>To be completed by unit CO and attached to NSCTNG 003 prior to departure for training</i>
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1. NOTES AND INSTRUCTIONS

- Unit Commanding Officers should assist Cadets in obtaining Coast Guard training.
- This form must be used to insure that Cadets are aware of the special rules governing training at US Coast Guard commands.
- Coast Guard training opportunities are published in the NSCC Summer Training Schedule or through direct arrangement with the local command.
- Include this completed form with the NSCTNG 003 (Locally Arranged Training).
- Refer to the current training schedule for any additional training requirements.

2. PERSONNEL INFORMATION

2a. Last Name	2b. First Name	2c. Social Security Number
2d. Address	2e. City	2f. State
2h. Unit Name	2i. Region	2j. Rank
2g. Zip Code +4		
2k. Age		

3. TRAINING INFORMATION

3a. Name of US Coast Guard Training Site	3b. Full Name and Rank of Point of Contact	3c. Phone (Include area code)
3d. Address	3e. City	3f. State
3g. Zip Code + 4		

4. TRAINING REQUIREMENTS	CADET INITIALS	PARENT INITIALS	CO INITIALS
4a. Cadets must be 15 years or older to attend Coast Guard training.			
4b. For female Cadets: Unit CO has confirmed that the hosting Coast Guard command has career female Petty Officers or Officers permanently assigned to their staff, and that one will be assigned as a mentor for female Cadets.			
4c. For all Cadets: Unit CO will brief Cadets that base liberty is authorized. Off base liberty is authorized ONLY when Cadets are accompanied by a career petty officer; one of which must be of the same sex as the Cadet. For all Cadets, liberty expires on or off base at 2200.			
4d. Hosting activity Commanding Officers may terminate training at any time for reasons of poor performance and discipline or for the health and well being of Cadets due to weather or other disturbance. When notified of termination of training, parents are expected to promptly arrange for Cadet return travel home.			
4e. Any other restrictions placed upon, or directions given to Sea Cadet Corps personnel by competent authority to enhance training or ensure Cadet safety, health, and well being, will be adhered to without question.			
4f. A copy of this form has been attached to the unit prepared NSCTNG 003 for Coast Guard training. The unit Commanding Officer will forward a courtesy copy of the orders, with this completed attachment, to the hosting Coast Guard activity Point of Contact prior to the commencement of training.			

5. CERTIFICATIONS

"I understand the above guidelines for my conduct while training with the United States Coast Guard."

5a. Full Name and Rank for Cadet (Print or Type)	5b. Signature	5c. Date (DD MMM YY)
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"I understand the above guidelines for my Cadet's performance while training with the United States Coast Guard."

5d. Full Name of Parent (Print or Type)	5e. Signature	5f. Date (DD MMM YY)
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"I have explained the above referenced conditions and expectation for Sea Cadet training as United States Coast Guard activities."

5g. Full Name and Rank of Commanding Officer (Print or Type)	5h. Signature	5i. Date (DD MMM YY)
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2001 NSCC/NLCC SUMMER TRAINING SCHEDULE

13-Mar-01

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u> <u>M</u>	<u>CADET</u> <u>F</u> <u>M</u>	<u>OFFICER</u> <u>F</u>	<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
BASIC AIRMAN											
AN-PR	NS ROOSEVELT ROADS	PR	\$50.00						TBA		NSCTNG 001 w/\$50 to COTC. Restricted to Puerto Rico Cadets "Only"
AN-FL	NAS JACKSONVILLE	FL	\$50.00	06/17/200	06/29/200	13	12 12	1	2 LT June Tillett 2165 Oak St Jacksonville, FL 32204-4410 Email: tillettnj@navair.navy.mi	(904) 388-6139	NSCTNG 001 w/\$50 to COTC prior to 11 May to Manifest Orientation Flts. Must be 15. Report NLT 1500 17 June.
AN-TX	NAS JRB FT. WORTH	TX	\$50.00	06/24/200	07/06/200	13	15 15	2	2 LT Terry Krchov 2589 Hope Ln W. Palm Beach Gardens, FL 33410-1229	(561) 625-9594	NSCTNG 001 w/\$50 to LT Krchov. See guidelines Section 16. 3 Staff Cadets needed. COTC is LTCurran.
AN-CA	NAS LEMOORE	CA	\$50.00	07/08/200	07/21/200	14	8 4	1	1 LT Horst Lorscheider 5546 N. Tamera Ave. Fresno, CA	(559) 439-0715	NSCTNG 001 w/\$50 to COTC. Need 1M/1F Staff Cadet. TRNG subject to berthing. Call COTC first.

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
AN-VA	NAS NORFOLK	VA	\$50.00	07/08/200	07/21/200	14	24	6	3	2	LCDR Ronald Ricketts 5629 Orchard Place Crossing Lilburn, GA 40047 Email: roricketts@aol.com	(770) 923-1037	NSCTNG 001 w/\$50 to COTC.
AN-F1	NAS PENSACOLA	FL	\$50.00	07/15/200	07/27/200	13	10	5	1	1	LCDR Pat Fulgham Training Squadron Six 7700 USS Enterprise St Suite 102 Milton, FL 32570-6153 Email: pfulgham@juno.com	(850) 983-1706	NSCTNG 001 w/\$50 to COTC. Need Escorts! Pls contact Lcdr Fulgham. See guidelines Section 16.
AN-C1	NAS NORTH ISLAND	CA	\$50.00	07/22/200	08/04/200	13	10	5	2	2	LCDR Scott Oram Valley View Circle #50 La Mesa, CA 91941-8445 Email: scotoram@pacbell.net	8025(619) 464-5467	NSCTNG 001 w/\$50 to COTC.
AN-NJ	NAES LAKEHURST	NJ	\$50.00	08/12/200	08/24/200	13	15	0	3	0	LCDR Richard Ashbey 2085 Holly Hill Rd. Lakehurst, NJ 08733	(732) 657-6545	NSCTNG 001 w/\$50 to COTC.
							94	47	13	10			

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							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
AMPHIBIOUS TRNG													
AO-CA	NAB CORONADO	CA	\$50.00			13	20	10	2	2	LCDR Donna Snodgrass 7350 Cowles Mountain San Diego, CA 92119-1328 Email: dsnodgrass@mailhost.htshq.com	(619) 464-3014	NSCTNG 001 w/\$50 to COTC. Must be 3rd class Swimmer and able to pass NSCC PRT. See guidelines Section 15.
AO-VA	NAB LITTLE CREEK	VA	\$50.00	06/17/200	06/30/200	13	25	15	2	2	LCDR Cynthia Banks 1212 Speer Ln Austin, TX 78745-4963	(512) 462-3120	NSCTNG 001 w/\$50 to COTC. Must be 3rd class Swimmer and able to pass NSCC PRT. See guidelines Section 15.
AO-V1	NAB LITTLE CREEK	VA	\$50.00	08/05/200	08/18/200	13	25	15	2	2	NEED COTC		NSCTNG 001 w/\$50 to COTC. Must be 3rd class Swimmer and able to pass NSCC PRT. See guidelines Section 15.
							70	40	6	6			

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
ADVANCED AIRMAN													
AV-TX	NAS JRB FT. WORTH	TX	\$50.00	06/24/200	07/06/200	13	15	15	2	2	LT Terry Krchov (See ANTX)	(561) 625-9594	NSCTNG 001 w/\$50 to COTC. Must have completed Basic Airman.
AV-VA	NAS NORFOLK	VA	\$50.00	07/08/200	07/21/200	13	10	5	2	1	LCDR Ronald Ricketts (See ANVA)	(770) 923-1037	NSCTNG 001 w/\$50 to COTC.
AV-CA	NAS LEMOORE	CA	\$50.00	07/08/200	07/21/200	13	4	2	1	1	LT Horst Lorscheider (See ANCA)	(559) 439-0715	NSCTNG 001 w/\$50 to COTC. Need 1M/1F Staff Cadet.
AV-F1	NAS PENSACOLA	FL	\$50.00	07/15/200	07/28/200	13	10	5	2	1	LCDR Pat Fulgham (See ANF1)	(850) 983-1706	NSCTNG 001 w/\$50 to COTC. Need Escorts! Contact POC. See guidelines Section 16.
AV-C1	NAS NORTH ISLAND	CA	\$50.00	07/29/200	08/04/200	13	5	5	2	1	LCDR Scott Oram (See ANC1)	(619) 464-5467	NSCTNG 001 w/\$50 to COTC. Must have completed Basic Airman.
AV-FL	NAS JACKSONVILLE	FL	\$50.00	07/29/200	08/11/200	13	6	4	0	1	LCDR Brammer 2861 Cedarcrest Dr. Orange Park, FL 32073 Email: donschel@bellsouth.net	(904) 269-4316	NSCTNG 001 w/\$50 to COTC. Focus will be S3 Viking Plane Captain Tnr. Need Female Escort.

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							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
							50	36	9	7			
SEABEE ADVANCED/SUIT													
CA-GP	CBC GULFPORT	MS	\$50.00	07/23/200	08/03/200	13	14	6	2	1	LCDR Samuel Schouten 1001 Maple Lane Harrisonville, MO	(816) 380-4888	NSCTNG 001 w/\$50 to COTC. See Trng Schedule Guidelines.
							14	6	2	1			

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							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
SEABEE BASIC TRNG													
CB-PR	NS ROOSEVELT ROADS	PR	\$50.00			14	10	0	1	0	TBA		NSCTNG 001 w/\$50 to COTC. Restricted to Puerto Rico Cadet "Only"
CB-GA	NSB KINGS BAY	GA	\$50.00								TBA		NSCTNG 001 w/\$50 to COTC. Pending Berthing!
CB-GP	CBC GULFPORT	MS	\$50.00	07/23/200	08/03/200	13	14	6	2	1	LCDR Samuel Schouten (See CAGP)	(816) 380-4888	NSCTNG 001 w/\$50 to COTC. See Trng Schedule Guidelines.
CB-CA	CBC PT HUENEME NSCTNG 001	CA	\$50.00	08/12/200	08/25/200	14	40	10	2	2	LCDR Don Quinlan P.O. Box 3760 Wodfford Heights, CA 93285		(760) 376-6358 w/\$50 to COTC. See Trng Schedule Guidelines. Must be 15. Dungarees NOT BDU's; 2M/1F Staff Cadets.
						64	16	5	3				

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							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
SEABEE BASIC II/ADV													
CC-GP	CBC GULFPORT	MS	\$50.00	07/23/200	08/03/200	13	14	6	2	1	LCDR Samuel Schouten (See CAGP)	(816) 380-4888	NSCTNG 001 w/\$50 to COTC. See Trng Schedule Guidelines.
							14	6	2	1			
SEABEE FLD OPS/SAR													
CF-OH	MANSFIELD	OH	\$50.00	07/01/200	07/10/200	10	20	20	5	3	LT Melva Cordova PO Box 100746 Brooklyn, NY 11210 Email: ensco0223@aol.com	(718) 434-2350	NSCTNG 001 w/\$50 to COTC. CB Trng in the Mohican State Forest. Class I; See Guidelines Section 10
CF-O1	MANSFIELD	OH	\$50.00	08/05/200	08/16/200	12	20	20	5	3	LCDR Van der Hulst Renaissance Place #GF3 Paletine, IL 60047-3645	1 (847) 202-1590	NSCTNG 001 w/\$50 to COTC. CB Trng in the Mohican State Forest. Class II; See Guidelines Section 10.
							40	40	10	6			

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							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
AVIATION GROUND PRG													
FA-M1	NAS PAX RIVER	MD	\$50.00			13	20	10	2	2	Judge T.S. Colby	(703) 549-7722	Awaiting Confirmation.
FA-WA	NSB BANGOR	WA	\$50.00	06/17/200	06/29/200	13	14	6	2	2	Judge T.S. Colby	(703) 549-7722	See Trng Schd Guidelines Section 9. Call Judge Colby.
FA-MD	NAF WASHINGTON (ANDREWS)	MD	\$50.00	07/15/200	07/27/200	13	20	10	4	2	Judge T.S. Colby	(703) 549-7722	See Trng Schd Guidelines Section 9. Call Judge Colby.
FA-FL	NAS WHITING	FL	\$50.00	07/15/200	07/27/200	13	30	30	6	6	Judge T.S. Colby	(703) 549-7722	See Trng Schd Guidelines Section 9. Call Judge Colby.
FA-CA	MCAS MIRAMAR	CA	\$50.00	07/15/200	07/27/200	13	20	10	2	2	Judge T.S. Colby	(703) 549-7722	See Trng Schd Guidelines Section 9. Call Judge Colby.

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FOREIGN EXCHANGE											
FX-KO	SEOUL, KOREA	KO	\$100.00								See NSCC Information Letter 2-01
FX-HK	HONG KONG	HK	\$100.00								See NSCC Information Letter 2-01
FX-BM	BERMUDA	BM	\$150.00	04/11/200	04/25/200	15					See NSCC Information Letter 2-01
FX-SW	SWEDEN	SW	\$0.00	07/04/200	07/18/200	14					See NSCC Information Letter 2-01
FX-NE	NETHERLANDS	NE	\$100.00	07/14/200	07/28/200	15					See NSCC Information Letter 2-01
FX-BG	BELGIUM	BG	\$150.00	07/14/200	07/29/200	16			LCDR Hans Greene		See NSCC Information Letter 2-01
FX-UK	UNITED KINGDOM (HMS BRISTOL)	UK	\$100.00	07/19/200	07/29/200	13					See NSCC Information Letter 2-01
FX-US	NORFOLK (INTERNATIONAL EXC)	US	\$50.00	07/22/200	08/05/200	15					See NSCC Information Letter 2-01

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							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
FX-CE	CANADA EAST		\$50.00	07/22/200	08/04/200	14					LCDR Edith O'Brion	(302) 633-0502	See NSCC Information Letter 2-01
FX-CW	CANADA WEST		\$50.00	07/25/200	08/05/200	15					LCDR Phil Marlow	(541) 888-9309	See NSCC Information Letter 2-01
FX-C1	CANADA WEST (SEATTLE)	WA	\$50.00	08/11/200	08/25/200	15							See NSCC Information Letter 2-01
CEREMONIAL/HONOR GUARD SCH.													
HG-TX	FT. SAM HOUSTON	TX	\$50.00			13	30	0	2	2	LCDR W.L. Crouch (See MATX0)	(210) 647-4881	NSCTNG 001 w/\$50 to COTC. Emphasis on Silent Drill. Ceremonial Guard from DC to Instruct.
							30	0	2	2			

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							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
LEADERSHIP ACADEMY (POLA)													
LC-KS	OLATHE	KS	\$0.00			7	25	5	3	2	LTJG Randy Green 501 Northeast 5th St Suite 600 Blue Springs, MO 64014	(816) 230-8575	NSCTNG 001 to COTC. NO Deposit Required. Local Cadets "Only" at Olathe Sea Cadet Facility; No Overnight Berthing; Noon Meal Provided.
LC-RI	CAMP FOGARTY (YOUNG MARINES)	RI	\$50.00			14	3	2	0	0	CAPT Henry Nyland	(703) 243-6910	Call NHQ for YM Trng Release Form. Forward form w/NSCTNG 001 and Money to NHQ. Must be E5 or above; Age 14 or above; Excellent Physical Shape; Trng Conducted
LC-HI	MCB KANEOHE	HI	\$25.00	06/17/200	06/23/200	7	10	10	2	2	LT Nathan Rolfe 115th MI Group Box 634 Schofield Barracks, HI 96857-5000 Email: nrolfe@aol.com	(808) 655-3440	NSCTNG 001 w/\$25 to COTC. E3 or Above; Completed BMR & PO3 Course; Need 3 Staff Cadets; Preference to HI & Guam cadets.
LC-PA	NAS WILLOW GROVE	PA	\$25.00	06/24/200	06/30/200	7	25	15	3	1	LCDR Pat O'Brion 1048 Wagoner Dr Wilmington, DE 19805-1033	(302) 633-0502	NSCTNG 001 w/\$25 to COTC.

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							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
LC-CO	USAF ACADEMY	CO	\$25.00	06/29/200	07/07/200	9	50	50	5	5	LCDR Dan Van Arsdall 3408 West 4th St. Road Greely, CO 80634-5521	(970) 356-3311	NSCTNG 001 w/\$25 to COTC. Staff Cadets Needed. Must be E4 & a POLA Grad.
LC-C1	CAMP PARKS	CA	\$25.00	06/30/200	07/07/200	8	25	15	5	3	LCDR Marcia Powell PO Box 1327 Linden, CA 95236-1327	(209) 887-3542	NSCTNG 001 w/\$25 to COTC. Need 6 Staff Cadets.
LC-IL	SSC NTC GREAT LAKES	IL	\$25.00	07/29/200	08/03/200	6	15	10	3	2	NEED COTC		NSCTNG 001 w/\$25 to COTC; Age 15 prior to start date; Min E3; No Staff Cadets.
LC-TX	FT. SAM HOUSTON	TX	\$25.00	08/05/200	08/11/200	7	25	15	3	2	LCDR James Dodd 414 E Jefferson Dr Lake Charles, LA	(318) 474-1439	NSCTNG 001 w/\$25 to COTC.
LC-CA NSCTNG 001	NAB CORONADO	CA	\$25.00	08/11/200	08/18/200	8	30	20	3	2	LCDR Fred Estano Box 14829 Belmont Shore, CA 90853 Email: festano@aol.com	PO (562) 590-9423	w/\$25 to COTC. Need 6 Staff Cadets.

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							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
YM SENIOR CHALLENGE													
LS-PA	APPALACHIAN MOUNTAIN TRAIL	PA	\$50.00				3	2	0	0	CAPT Henry Nyland	(703) 243-6910	Call NHQ for YM Trng Release Form to sent w/money to NHQ. Must pass SEAL PRT & Submit to NHQ w/NSCTNG 001; Must be 15(No Exceptions); Must PO3 & POLA Grad!; Must bring own Sleeping Bag/Canteen/Web Belt/BDU's & Boots; Trng w/Young Marines. Hike from PA/MD border along AMC Trail to DC.
							3	2	0	0			

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							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
MAA TRAINING													
MA-TX	FT. SAM HOUSTON	TX	\$50.00	07/01/200	07/14/200	14	20	10	3	2	LCDR W.L. Crouch 2530 Ridge Leaf San Antonio, TX 78251-2506	(210) 647-4881	NSCTNG 001 w/\$50 to COTC. Report to Ft. Sam Houston for berthing. Trng will be at Lackland, AFB.
MA-VA	FCTC DAM NECK	VA	\$50.00	07/14/200	07/28/200	15	23	2	2	1	LCDR Vernon Crumpler Jr. 4311 Windsor Lake Dr. Louisa, VA 23093	(804) 598-7042	NSCTNG 001 w/\$50 to COTC. Need 3 Staff Cadets w/prior MAA Trng; Unit CO's must contact COTC for Female quota.
MA-GA	NSB KINGS BAY	GA	\$50.00	07/15/200	08/04/200	21	14	6	2	2	LT Carolann Hooker 900 Dilworth St. St. Marys, GA 31558	(912) 729-7041	NSCTNG 001 w/\$50 to COTC. Need 2 Female Staff Cadets; Must be PO3 & Age 15.
MA-WA	NAVSTA EVERETT	WA	\$50.00	07/22/200	08/03/200	13	14	6	1	1	NEED COTC		NSCTNG 001 w/\$50 to COTC. Must be age 15; BDU's required; Must provide own transportation to/from NavSta; Report to BEQ NLT 1500.

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							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
MEDICAL TRAINING													
MD-NH	NSY PORTSMOUTH	NH	\$50.00								TBA		NSCTNG 001 w/\$50 to COTC.
MD-PR	NH ROOSEVELT ROADS	PR	\$50.00								TBA		NSCTNG 001 w/\$50 to COTC. For Local Cadets "Only".
MD-FL	NH JACKSONVILLE	FL	\$50.00	06/17/200	06/29/200	13	10	10	1	1	LTJG Donnie Kreutz 3465 Phillips HWY 506 Jacksonville, FL 32207 Email: dfkreutzusnscc@military.com	(904) 346-1243	NSCTNG 001 w/\$50 to COTC. Must be Age 15 & E3; Need 1M/1F Staff Cadet
MD-IL	NH NTC GREAT LAKES IL		\$50.00	07/08/200	07/20/200	13	8	12	2	2	LT Bob Plant 24258 W Quail Dr. Channahon, IL 60410	(815) 467-9375	NSCTNG 001 w/\$50 to COTC. Need 2M/2F Staff Cadets.
MD-MD	NHMC BETHESDA	MD	\$50.00	07/15/200	07/27/200	13	12	4	3	2	LT Jeanette Brice 500 Palmer Walker Road Broadway, NC 27505 Email: JTBrice@aol.com	(919) 498-3565	NSCTNG 001 w/\$50 to COTC. Not Authorized for Repeat
MD-CA	NH SAN DIEGO	CA	\$50.00	08/12/200	08/25/200	14	16	16	1	1	LCDR Rene Kretoivics 4773 Home Ave San Diego, CA 92105-4403 Email: rkretoivics@aol.com	(619) 262-8346	NSCTNG 001 w/\$50 to COTC. May need Sleeping Bag if berthing on Barges. Call

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							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
MINE WARFARE OPS													
MN-TX	NAVSTA INGLESIDE	TX	\$50.00	06/17/200	06/30/200	14	20	0	4	0	LCDR Gary Williamson (281) 584-0483 15722 Thistledew Dr. Houston, TX 77082-1431 Email: garycwil@fbns.net	584-0483	NSCTNG 001 w/\$50 to COTC.
							20	0	4	0			

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							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
MUSIC SCHOOL													
MU-HI	NAS BARBERS POINT	HI	\$50.00	07/29/200	08/11/200	14	10	10	1	1	NEED COTC		NSCTNG 001 w/\$50 to COTC. This is NOT a school; Cadets participate in band activities; Note from Band Teacher Required!!(Must read 2nd/3rd Part @ Grade 3 Level; Summer White's (Short Sleeve Shirt) & Pants Required; Recommend bring \$50 Spending Money. See encl (1), section II, Tab D for form to submit w/NSCTNG 001.
MU-VA	LITTLE CREEK	VA	\$50.00	08/05/200	08/17/200	13	10	10	2	2	LTJG Boyd Sylvester PO Box 8935 Norfolk, VA 23502-0935 Email: boydsly@aol.com	(757) 480-2148	NSCTNG 001 w/\$50 to COTC. Same Musical Requirements as Hawaii; Cadets report to Music School QTR Deck; Transportation to QTR Deck is cadet/parent responsibility. See encl (1), Section II, Tab D, for form to submit w/NSCTNG 001.

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
							20	20	3	3			

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
NLCC ADVANCED TRNG													
ND-VA	NAVSTA NORFOLK	VA	\$25.00	06/30/200	07/08/200	9	30	20	5	4	LCDR Henry Mooberry PO Box 70138 S.W. Station Washington, DC 20024	(202) 678-2870	NSCTNG 001 w/\$25 to COTC.
ND-CA	CBC PT HUENEME	CA	\$25.00	07/07/200	07/14/200	8	20	15	2	1	LCDR Rose Finnegan 1002 Shelton St. Santa Anna, CA 92703	(714) 542-8189	NSCTNG 001 w/\$25 to COTC. Call COTC for Info Packet; Bring Towel & Lock.
ND-C1	CBC PT HUENEME	CA	\$25.00	07/07/200	07/14/200	8	20	15	3	1	LCDR Rose Finnegan (See NDCA)	(714) 542-8189	NSCTNG 001 w/\$25 to COTC. Advanced 2; Call COTC for Info Packet; Bring Towel & Lock.
ND-C2	USCGS GOLDEN GATE	CA	\$25.00	07/08/200	07/15/200	8	15	10	3	2	LCDR Fred Shilzony Crystal Ct. Mill Valley, CA	(415) 383-9205	NSCTNG 001 w/\$25 to COTC. Need 3M/2F Staff Cadets.
ND-GF	USNSCS GRAYFOX	MI	\$25.00	07/08/200	07/14/200	7	14	10	3	2	LCDR Jack Madsen 918 Woodlawn St. Ludington, MI 49431-1544 Email: 1006mads@inet.west shore.cc.mi.us	(213) 845-7265	NSCTNG 001 w/\$25 to COTC. Need 4M/2F Staff (Sea Cadet Staff)
ND-TX	NAS JRB FT. WORTH	TX	\$25.00	07/15/200	07/20/200	6	15	10	3	2	LCDR John T. Austin 4820 Urban Ave. Dallas, TX 75227	(214) 381-8921	NSCTNG 001 w/\$25 to COTC. Need 3M/2F Staff Cadets.

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
ND-HI	MCB KANEOHE	HI	\$25.00	07/22/200	07/28/200	7	15	10	3	2	LT Nathan Rolfe (See LCHI)	(808) 655-3440	NSCTNG 001 w/\$25 to COTC. Need 3 Staff Cadets
							129	90	22	14			
USN SEAMANSHIP TRNG													
NH-MA	MASSACHUSETTS MARITIME ACAD	MA	\$50.00	07/01/200	07/08/200	8	15	10	0	0	LCDR James McLoughlin 6 Shamrock Lane Buzzards Bay, MA 02532	(508) 759-8606	NSCTNG 001 w/\$50 to COTC. Contact COTC for Approval to Attend and Info.
NH-NY	STATE UNIVERSITY MARITIME ACAD	NY	\$50.00	08/05/200	08/11/200	8	25	15	3	2	LTJG Rick Aimetti Universe Way Mt. Sinai, NY 11766-2525	One (516) 473-5794	NSCTNG 001 w/\$50 to COTC. Contact COTC for Approval to Attend and Info. Trng at Ft.
							40	25	3	2			

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
NLCC ORIENTATION													
NT-MO	WHITEMAN, AFB	MO	\$25.00			7	25	15	7	3	TBA		NSCTNG 001 w/\$25 to COTC.
NT-PR	TBA					7					LTJG Carlos Carlsson PO Box 563 San Antonio, PR 00690	(787) 890-5967	NSCTNG 001 w/\$25 to COTC. Local cadets "Only". Call COTC to confirm dates/location.
NT-WI	VOLK FIELD ANGB	WI	\$25.00			7	40	20	4	2	LT Jay Jones 7 Hellious Ct Foxlake, IL 60020	(847) 587-8742	NSCTNG 001 w/\$25 to COTC. Need 6 Staff Cadets.
NT-GA	FT. STEWART	GA	\$25.00	06/16/200	06/23/200	8	70	30	7	3	LT William Cross 12226 Peach Orchard Dr. Jacksonville, FL 32223	(904) 880-1412	NSCTNG 001 w/\$25 to COTC. Report in Dungarees.
NT-CO	USAF ACADEMY	CO	\$25.00	06/29/200	07/07/200	9	50	50	10	10	LCDR Neil Bradley 2361 Stacy Drive Denver, CO 80221-4639	(303) 429-2788	NSCTNG 001 w/\$25 to COTC. Need 15 Staff Cadets E4 & Above. Subject to cancellation unless sufficient escorts available.
NT-CA	CBC PT. HUENEME	CA	\$25.00	07/07/200	07/14/200	8	120	80	12	8	LCDR Rose Finnegan (See NDCA)	(714) 542-8189	NSCTNG 001 w/\$25 to COTC. Call COTC for Info Packet.

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
NT-MD	ABERDEEN PROVING GROUNDS	MD	\$25.00	07/07/200	07/13/200	7	100	50	12	5	LCDR Alan Bodle 14105 Bramble Ln Apt 14 Laurel, MD 20708	(240) 460-0818	NSCTNG 001 w/\$25 to COTC.
NT-HL	FT HUNTER-LIGGETT	CA	\$25.00	07/08/200	07/15/200	8	55	20	7	3	LCDR Elvira Cuellar 20893 Creek Court Soulsbyville, CA 95372-9763	(209) 536-9162	NSCTNG 001 w/\$25 to COTC. Need 10 M/F Staff Cadets.
NT-MI	PHELPS-COLLINS ANGB	MI	\$25.00	07/08/200	07/14/200	7	40	20	7	5	LCDR Charles Stevenson 14872 Stephens Dr Eastpointe, MI 48021-3523	(810) 779-0019	NSCTNG 001 w/\$25 to COTC.
NT-TX	NAS JRB FT. WORTH	TX	\$25.00	07/15/200	07/21/200	6	50	30	10	5	LCDR John T. Austin (See NDTX)	(214) 381-8921	NSCTNG 001 w/\$25 to COTC. Need 7M/3F Staff Cadets.
NT-HI	MCB KANEOHE	HI	\$25.00	07/15/200	07/21/200	7	10	15	4	3	LT Nathan Rolfe (See LCHI)	(808) 655-3440	NSCTNG 001 w/\$25 to COTC. Need 3 Staff Cadets.
NT-MA	FT. DEVENS	MA	\$25.00	07/15/200	07/21/200	7	25	15	5	3	LCDR Dave Carchia 110 Somerville St. Marshfield, MA 02050-4629	(781) 834-7784	NSCTNG 001 w/\$25 to COTC.
NT-LH	NAES LAKEHURST	NJ	\$25.00	08/12/200	08/18/200	7	35	10	5	5	LCDR Richard Ashbey (See ANNJ)	(732) 657-6545	NSCTNG 001 w/\$25 to COTC. 5M/2F Staff Cadets Needed.

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
NT-WA	FORT LEWIS	WA	\$25.00	08/19/200	08/25/200	7	50	25	3	2	LT Terri Fitch PO Box 10293 Spokane, WA 99209-1293	(509) 328-8990	NSCTNG 001 w/\$25 to CAPT John Payne 23751 Clear Creek Rd. Poulsbo, WA 98370
							670	380	93	57			
PORT OPERATIONS													
PO-PR	NS ROOSEVELT ROADS	PR	\$50.00								TBA		NSCTNG 001 w/\$50 to COTC. Local Cadets "Only".
PO-GA	NSB KINGS BAY	GA	\$50.00	07/22/200	08/04/200	14	10	10	2	2	LTJG Richard Smith 3312 Independence Ln Lansing, MI 48911	(517) 393-8661	NSCTNG 001 w/\$50 to COTC. 1M/1F Staff Cadet Needed; Must be Age 15, E3 & Swim Qual III.
							10	10	2	2			

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
RESCUE SWIMMER													
RS-FL	NAS PENSACOLA	FL	\$50.00	07/15/200	07/28/200	14	13	5	1	0	POC: LCDR Pat Fulgham (See ANF1)	(850) 983-1706	Unit CO's Must contact POC for prerequisite details. Rescue Swimmer Training. Must Pass SEAL PRT and be Class 1 Swimmer. See Guidelines Section 16.
							13	5	1	0			

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
NSCC RECRUIT TRNG													
RT-GM	NAVCOMTELSTA	GU	\$50.00			13	30	20	5	3	LT Cecelis Gonzales 4 Kadada Circle Nimitz Hill Estates Piti, Guam 96925	(671) 477-5497	NSCTNG 001 w/\$50 to COTC.
RT-TX	FT. SAM HOUSTON	TX	\$50.00	06/03/200	06/16/200	14	70	30	8	3	LCDR W.L. Crouch (See MATX)	(210) 647-4881	NSCTNG 001 w/\$50 to COTC. Need 4M/2F Staff Cadets.
RT-AZ	FT. HUACHUCA	AZ	\$50.00	06/16/200	06/30/200	15	90	40	10	5	LCDR Levi Bolton 3518 W Malapai Phoenix, AZ 85051	(480) 659-1975	NSCTNG 001 w/\$50 to COTC.
RT-FL	MACDILL AFB	FL	\$50.00	06/17/200	06/30/200	14	60	20	8	4	NEED COTC		NSCTNG 001 w/\$50 to COTC.
RT-IL	SSC GREAT LAKES	IL	\$50.00	06/17/200	06/30/200	14	250	100	20	15	LCDR Rich Cox 11 Big Oak Streamwood, IL 60107 Email: LCDRCox91@aol.com	(630) 213-9873	NSCTNG 001 w/\$50 to COTC prior to 24 May. Need 7M/3F Staff Cadets.
RT-OR	COOS BAY NATIONAL GUARD ARMORY	OR	\$50.00	06/24/200	07/07/200	14	20	10	5	5	LT John Shank 836 Greenacres Road Coos Bay, OR 97420	(541) 269-5862	NSCTNG 001 w/\$50 to COTC.
RT-C1	CBC PT. HUENEME	CA	\$50.00	06/24/200	07/07/200	14	190	60	25	10	LCDR Don Quinlan (See CBCA)	(760) 376-6358	NSCTNG 001 w/\$50 to COTC.

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
RT-CA	CAMP PARKS	CA	\$50.00	06/24/200	07/07/200	14	150	100	15	10	LCDR Dave Murphy 1025 Minnesota Ave #9 San Jose, CA	(408) 298-9717	NSCTNG 001 w/\$50 to COTC. Need 14M/10F Staff Cadets. Perference to Region 11 & 12.
RT-LA	NAS JRB BELLE CHASE	LA	\$50.00	07/08/200	07/21/200	13	70	30	10	10	LCDR Angela Brady 1476 Orange Grove Rd. Charleston, SC 29407 Email: agbrady@juno.com	(850) 712-7401	NSCTNG 001 w/\$50 to COTC. Work # (843) 953-1168.
RT-MA	FT. DEVENS	MA	\$50.00	07/08/200	07/20/200	13	100	60	10	5	LCDR Dave Carchia (See NTMA)	(781) 834-7784	NSCTNG 001 w/\$50 to COTC.
RT-PR	PR NATIONAL GUARD, PR CAMP SANTIAGO		\$50.00	07/15/200	07/28/200	14	80	40	13	7	LT Nancy Padilla URN El Convento Calle 2-A-63 San German, PR 00683	(787) 264-1591	NSCTNG 001 w/\$50 to COTC. Local Cadets "Only"; Call COTC to confirm dates.
RT-HI	MCB KANEOHE	HI	\$50.00	07/15/200	07/28/200	14	45	30	5	3	LT Nathan Rolfe (See LCHI)	(808) 655-3440	NSCTNG 001 w/\$50 to COTC. Need 5 Staff Cadets E3 &
RT-NJ	FORT DIX	NJ	\$50.00	07/15/200	07/28/200	14	120	50	15	10	LCDR Ed Troche 169 Kearney Ave. Perth Amboy, NJ 08861 Email: est0860@aol.com	(732) 324-7858	NSCTNG 001 w/\$50 to COTC.

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>F</u>	<u>M</u>	<u>F</u>			
RT-GA	FT. STEWART	GA	\$50.00	07/29/200	08/11/200	14	180	70	10	4	LT William Cross (See NTGA)	(904) 880-1412	NSCTNG 001 w/\$50 to COTC prior to 1 June. Need 10M/4F Staff Cadets. Need 3 Sets Dungarees. Escorts report Saturday 6/28. COTC LCDR Bosland (904) 924- 7588.
RT-MD	ABERDEEN PROVING GROUNDS	MD	\$50.00	07/29/200	08/11/200	14	200	150	20	10	LCDR Jim Lukasiewicz 4877 Algonquin Trail Stow, OH 44224 Email: nscctrct@hotmail.com	(330) 686-0207	NSCTNG 001 w/\$50 to COTC. Staff Report 7/28. RTC website is www.nscctrct.org
RT-NY	FORT DRUM	NY	\$50.00	08/05/200	08/18/200	14	70	30	10	5	LCDR Norm Wason 76 Third Street Cohoes, NY 12047	(518) 237-2540	NSCTNG 001 w/\$50 to COTC.
RT-WA	FORT LEWIS	WA	\$50.00	08/11/200	08/25/200	14	100	50	12	8	LCDR Ted Smith PO Box 399 Springdale, WA 99173	(509) 258-4213	NSCTNG 001 w/\$50 to CAPT John Payne 23751 Clear Creek Rd Poulsbo, WA 98370 Prior to 1 July.

1825 890 201 117

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
SAILING SCHOOL													
SA-FL	NAS PENSACOLA	FL	\$50.00	07/29/200	08/11/200	13	15	15	2	2	LCDR Pat Fulgham (See ANF1)	(850) 983-1706	NSCTNG 001 w/\$50 to COTC. Need Escorts, Contact COTC. Week 1 Basic; Week2 Advanced. For Sea/League Cadets. Must be Class II Swimmer. See Guidelines Section 15.
SA-CA	FIDDLERS COVE NAB CORONADO	CA	\$25.00	08/13/200	08/16/200	5	12	6	2	1	LCDR Mike Fulgham 3201 North Star Drive San Diego, CA 92117-4425 Email: mofulgham1@aol.com	(858) 581-0576	NSCTNG 001 w/\$50 to COTC. 5 day sailing school @ NAB Coronado Sailing Club. Must Be Class II Swimmer. See Guidelines Section 15.

27 21 4 3

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
SEAL TRAINING													
SL-VA	NAB LITTLE CREEK	VA	\$50.00	07/03/200	07/20/200	18	32	0	4	0	LCDR Abert Scott 841 Parkside Ave Buffalo, NY 14216	(716) 832-4501	NSCTNG 001 w/\$50 to COTC. Must pass SEAL PRT Test Prior to Approval; Must Send Copy of PRT w/NSCTNG 001; See encl (1) Section 7, Tab C.
SL-FL	NSW/UDT/SEAL ASSOC. TRNG SITE OKEECHOBEE	FL	\$50.00	07/25/200	08/05/200	12	16	0	4	0	LCDR M.W. Muros Okeechobee County Sheriff's Office NSCC Liaison Officer 504 NW 4th St Okeechobee, FL	(180) 035-7986	Unit CO's Must call COTC NLT 31 March to obtain quota; prerequisites; & application details. See Guidelines Section 7 Tab & C.
							48	0	8	0			

<u>CODE</u>	<u>TRAINING SITE</u>	<u>STATE</u>	<u>COST</u>	<u>START</u>	<u>END</u>	<u>DAYS</u>	<u>CADET</u>		<u>OFFICER</u>		<u>COTC/POC</u>	<u>PHONE</u>	<u>REMARKS</u>
							<u>M</u>	<u>E</u>	<u>M</u>	<u>E</u>			
SUBMARINE SEMINARS													
SS-GA	NSB KINGS BAY	GA	\$50.00	07/22/200	08/04/200	13	10	10	2	2	LTJG Lana Smith 3312 Independence Ln Lansing, MI 48911	(517) 393-8661	NSCTNG 001 w/\$50 to COTC. Must be Age 15 (NO Exceptions) Must be PO3 or Above.
SS-WA	NSB BANGOR	WA	\$50.00	07/30/200	08/10/200	12	20	0	2	0	LCDR Bill Jenkins 4210 Hornet Dr NE Olympia, WA 98516	(360) 459-4161	NSCTNG 001 w/\$50 to COTC. Must be Age 15 and E3 (NO Exceptions)
SS-CT	NSB GROTON	CT	\$50.00	08/05/200	08/18/200	14	27	0	2	0	LT Denis Thiede	(860) 293-9147	NSCTNG 001 w/\$50 to ENS Jasen Wheatley 85 Parker St. Lowell, MA 01851-4403. Email: midshipjay@aol.co m. Phone (978)
							57	10	6	2			
<u>Grand Total:</u>							3667	1918	454	281			

ENCL (4)

To: NSCC Information Letter 3-01
Subj: 2001 NSCC/NLCC Summer Training Schedule

GENERAL GUIDANCE AND FORMS TO BE USED TO GET FEDERAL
FUNDING IN SUPPORT OF SUMMER TRAINING 2001

THREE (3) FORMS:

COTC's use NSCTNG 021, TAB A
Unit CO's use NSCTNG 022 and/or 023, TABs B & C

- **NSCTNG 021**: For NSCC/NLCC Training published in the Summer Training **COTC FUNDING REQUEST**. COTC's use this form to get funding for summer training listed in the summer training schedule, NSCC Info Letter 3-01. COTC's submit as soon as reasonable estimate of expenses is known; not later than about 4 weeks prior to training start date.

This form is at TAB A.

- **NSCTNG 022**; Unit CO's use for getting money to reimburse cadets for messing and berthing expenses incurred for TWT with the **US Coast Guard**. Submit after training, prior approval is not required.

This form is at TAB B.

- **NSCTNG 023**; Unit CO's use for getting money to reimburse cadets for messing and berthing expenses incurred for **local training on NSC 24C (or the new NSCTNG 003 or 004) orders**, continuous 4 nights, 5 days or more creditable towards TWT, **PRIOR APPROVAL IS REQUIRED**.

This form is at TAB C.

U.S. NAVAL SEA CADET CORPS U.S. NAVY LEAGUE CADET CORPS	COTC NATIONAL TRAINING FUNDING REQUEST	<i>Completed by COTC four weeks prior to training</i>						
1. NOTES AND INSTRUCTIONS <ul style="list-style-type: none"> COTCs use this form for requesting support funds for training published in the summer/winter training schedule. For local training of five (5) days or more under NSCTNG 003/004 (Locally Arranged Orders) use NSCTNG 022. For all training with the United States Coast Guard (USCG) use NSCTNG 023. 								
2. TRAINING SITE INFORMATION								
2a. Training Type	2b. Training Code	2c. Dates of Training (DD MMM YY – DD MMM YY)						
2d. Training Location								
2e. COTC Name	2f. COTC Phone	2g. COTC E-Mail						
3. PROJECTED EXPENSES/COSTS								
3a. BILLETING (Use requests processed to date plus an estimate of last minute applications and NSCTNG 003/004 "show-ups")								
NUMBER OF PERSONNEL		COST PER DAY		DAYS		SUBTOTALS		
Cadets:	X	\$		X	=	\$		
Staff Cadets:	X	\$		X	=	\$		
Escort Officers:	X	\$		X	=	\$		
Early Arrivals:						\$		
BILLETING SUBTOTAL (+)							\$	
3b. MESSING (Use requests processed to date plus an estimate of last minute applications and NSCTNG 003/004 "show-ups")								
NUMBER OF PERSONNEL		COST PER DAY		DAYS		SUBTOTALS		
Cadets:	X	\$		X	=	\$		
Staff Cadets:	X	\$		X	=	\$		
Escort Officers:	X	\$		X	=	\$		
Off-site / Special Messing Costs:						\$		
MESSING SUBTOTAL (+)							\$	
3c. UTILITIES								
Phone:		\$						
Electricity:		\$						
Water/Sewer:		\$						
Other – Specify:		\$						
UTILITIES SUBTOTAL (+)							\$	
3d. TRAINING AND OPERATIONS								
Pool Charges:		\$						
Canteen / Web Belt / Gear Rental Charges:		\$						
PT Gear / T-Shirt / Ball Cap:		\$						
Drinking Water / Fluids:		\$						
First Aid / Safety Supplies:		\$						
Radios / Walkie-Talkies:		\$						
Uniform Items:		\$						
Team Building – Specify:		\$						
Personal and Hygiene:		\$						
Other – Specify:		\$						
TRAINING AND OPERATIONS SUBTOTAL (+)							\$	

3e. ADMINISTRATIVE										
Paper, Pencil, Notebooks, etc:					\$					
Copying:					\$					
Computer / Copier Rentals:					\$					
Postage / PO Box Rental:					\$					
Other – Specify:					\$					
ADMINISTRATIVE SUBTOTAL (+)								\$		
3f. MISCELLANEOUS										
Laundry / Dry Cleaning:					\$					
Photos:					\$					
Transportation (Beyond NHQ/CNRC bus and van arrangements) – Specify:					\$					
Next Years Carryover, if any, but not more than \$100.00:					\$					
Other Expenses – Specify:					\$					
Other Expenses – Specify:					\$					
MISCELLANEOUS SUBTOTALS (+)								\$		
3g. TOTAL OF ANTICIPATED EXPENSES / COSTS (before revenue deductions) (+)								\$		
4. REVENUE DEDUCTIONS (Training quota reservation fees, \$50.00 for two weeks or \$25.00 for one week, are for non-training related expenses)										
Last Year's Carryover:					\$					
Cadet Training Deposits:			X	\$		=	\$			
Staff Cadet Training Deposits:			X	\$		=	\$			
Other Revenue – Specify:					\$					
REVENUE DEDUCTIONS SUBTOTAL (-)								\$		
5. TOTAL AMOUNT REQUIRED FOR THE OPERATION OF THE TRAINING CONTINGENT (Expenses minus Revenues)								\$		
6. PAYMENT INFORMATION										
<ul style="list-style-type: none"> • The amount requested in block 5 should be the estimated amount of money required for the administration and operation of the training listed in block 2. • This amount will be forwarded to the COTC to cover expenses as detailed above. • A post training reconciliation using the TWT Audit Report (NSCTNG 010) is required. The audit report is to be submitted with the COTC Training Report (NSCTNG 009) within 30 days of the completion of the training evolution. • Funds in excess of \$100.00 will be returned to NHQ with the COTC's report. • Submit this form to NHQ at least four (4) weeks prior to commencement of training. • Estimates should include no-shows, last minute registrants, and late applicants. • Refer any additional questions to NHQ at (703) 243-6910. 										
6a. Make Check Payable To							6b. Rank			
6c. Mailing Address										
6d. City					6e. State		6f. Zip Code + 4			
7. BUDGET SUBMITTED BY:										
7a. COTC, Full Name & Rank (Print or Type)				7b. Signature			7c. Date (DD MMM YY)			
8. BUDGET ENDORSED BY:										
8a. XOTC or Designated Other, Full Name & Rank (Print or Type)				8b. Signature			8c. Date (DD MMM YY)			
9. FUNDING APPROVED										
9a. Full Name and Rank of NHQ 1st Endorsement (Print or Type)				9b. Signature			9d. Date (DD MMM YY)			
9e. Full Name and Rank of NHQ 2nd Endorsement (Print or Type)				9f. Signature			9g. Date (DD MMM YY)			

1. NOTES AND INSTRUCTIONS

- Unit COs/COTCs use this form for requesting reimbursement of costs associated with all Coast Guard training.
- For nationally scheduled training published in the Summer/Winter Training Schedule under National Orders use NSCTNG 021
Remember, USCG Training is not under National Orders.
- For all locally arranged training of five days or more use NSCTNG 023.
- After training, to receive reimbursements;
 - Complete this form and forward it to NHQ no later than 01 September.
 - Attach copies of all NSCTNG003/004s for all personnel who attended training and all receipts.
 - Do this for all evolutions where NSCTNG 003/004s were used for each US Coast Guard training evolution.
 - NHQ will cut one check back. COTC/Unit is responsible for reimbursing Cadets and Officers for expenses incurred.
- There is no deposit or quota reservation fee for training at US Coast Guard activities. Cadets and Escort Officers are expected to pay for their own miscellaneous administrative and housekeeping expenses, up to about \$50.00. Use the Miscellaneous section for any unique additional expenses beyond what a \$50.00 deposit would normally cover. Reimbursement for these items is not guaranteed, but will be considered.

2. TRAINING SITE INFORMATION

2a. Training Type	2b. Training Code USCG	2c. Dates of Training (DD MMM YY – DD MMM YY)
2d. Training Location		
2e. COTC Name	2f. COTC Phone	2g. COTC E-Mail

2h. Brief Description of Training Completed

3. EXPENSES/COSTS

3a. BILLETING									
NUMBER OF PERSONNEL		COST PER DAY		DAYS		SUBTOTAL			
Cadets	X	\$		X	=	\$			
Staff Cadets	X	\$		X	=	\$			
Escort Officers	X	\$		X	=	\$			
Early Arrivals							\$		
BILLETING SUBTOTAL								\$	

3b. MESSING									
NUMBER OF PERSONNEL		COST PER DAY		DAYS		SUBTOTAL			
Cadets	X	\$		X	=	\$			
Staff Cadets	X	\$		X	=	\$			
Escort Officers	X	\$		X	=	\$			
Off-site / Special Messing Costs:							\$		
MESSING SUBTOTAL								\$	

3c. MISCELLANEOUS			
Other Expenses – Specify:	\$		
Other Expenses – Specify:	\$		
Other Expenses – Specify:	\$		
MISCELLANEOUS SUBTOTAL			\$
3d. TOTAL OF EXPENSES / COSTS			\$
4. PAYMENT INFORMATION			
<ul style="list-style-type: none"> The amount requested in block 3d is the actual amount of money that was required. This is amount that will be forwarded to the unit CO / COTC to cover expenses as detailed above. The unit CO / COTC is not required to submit a COTC Training Report (NSCTNG 009) or a TWT Audit Report (NSCTNG 010). Refer any additional questions to NHQ at (703) 243-6910. 			
5. SUBMITTED BY UNIT CO / COTC			
5a. Full Name & Rank (Print or Type)	5b. Signature		5c. Date (DD MMM YY)
5d. XO or Designated Other, Full Name & Rank (Print or Type)	5e. Signature		5f. Date (DD MMM YY)
5g. Make check payable to			5h. Rank
5i. Mailing Address			
5j. City		5k. State	5l. Zip Code + 4
6. FUNDING APPROVED (NHQ ACTION)			
6a. NHQ Control Number	6b. Amount Approved \$	6c. Amount Disapproved \$	6d. Date (DD MMM YY)
6e. Full Name and Rank of NHQ 1st Endorsement (Print or Type)	6f. Signature		6g. Date (DD MMM YY)
6h. Full Name and Rank of NHQ 2nd Endorsement (Print or Type)	6i. Signature		6j. Date (DD MMM YY)
6k. NHQ Comments			
<ul style="list-style-type: none"> Copy to Field Representative 			

1. NOTES AND INSTRUCTIONS

- Unit COs/COTCs use this form for requesting pre-approval and reimbursement of costs associated with locally arranged training.
- For nationally scheduled training, published in the Summer/Winter Training Schedule under National Orders, use NSCTNG 021.
- For all training with the United States Coast Guard (USCG), use NSCTNG 022.
- To get funding approval, submit this for at least three (3) weeks prior to training;
 - Complete Section 2 and all Section 3 Estimate column entries. Leave Actual cost column entries blank, then complete Section 5.
 - Send this form with an attached roster of Cadets and Escort Officers to NHQ for approval. Remember, only properly enrolled personnel may participate.
 - NHQ will approve or disapprove the training evolution and return this form to the COTC.
 - If approved, **save approved copy of this form**, complete NSCTNG 003/004s and commence training.
- After training, to receive reimbursements;
 - Complete the Actual cost column in Section 3 on the approved copy that you saved. Then complete Section 7.
 - Send completed form to NHQ with attached copies of all NSCTNG 003/004s for all personnel who attended training and submit all receipts.
 - Reimbursement will be processed once a year, in September. NHQ will issue one (1) check to the payee specified in section 7. The payee is responsible for reimbursing Cadets and Officers for expenses incurred.

2. TRAINING SITE INFORMATION

2a. Training Type	2b. Training Code LOCAL	2c. Dates of Training (DD MMM YY – DD MMM YY)
2d. Training Location		
2e. COTC Name	2f. COTC Phone	2g. COTC E-Mail
2h. Brief Description of Desired Training		

3. PROJECTED EXPENSES/COSTS

3a. BILLETING (Use requests processed to date plus an estimate of last minute applications and NSCTNG 003/004 "show-ups")

NUMBER OF PERSONNEL		COST PER DAY		DAYS		ESTIMATE	ACTUAL	
Cadets:	X	\$		X	=	\$	\$	
Staff Cadets:	X	\$		X	=	\$	\$	
Escort Officers:	X	\$		X	=	\$	\$	
Early Arrivals:						\$	\$	
BILLETING SUBTOTAL (+)							\$	

3b. MESSING (Use requests processed to date plus an estimate of last minute applications and NSCTNG 003/004 "show-ups")

NUMBER OF PERSONNEL		COST PER DAY		DAYS		ESTIMATE	ACTUAL	
Cadets:	X	\$		X	=	\$	\$	
Staff Cadets:	X	\$		X	=	\$	\$	
Escort Officers:	X	\$		X	=	\$	\$	
Off-site / Special Messing Costs:						\$	\$	
MESSING SUBTOTAL (+)							\$	

3c. UTILITIES

	ESTIMATE	ACTUAL
Phone:	\$	\$
Electricity:	\$	\$
Water/Sewer:	\$	\$
Other – Specify:	\$	\$
UTILITIES SUBTOTAL (+)		\$

3d. TRAINING AND OPERATIONS

	ESTIMATE	ACTUAL
Pool Charges:	\$	\$
Canteen / Web Belt / Gear Rental Charges:	\$	\$
PT Gear / T-Shirt / Ball Cap:	\$	\$
Drinking Water / Fluids:	\$	\$
First Aid / Safety Supplies:	\$	\$
Radios / Walkie-Talkies:	\$	\$

3d. TRAINING AND OPERATIONS (continued)		ESTIMATE		ACTUAL	
Uniform Items:		\$		\$	
Team Building – Specify:		\$		\$	
Personal and Hygiene:		\$		\$	
Other – Specify:		\$		\$	
TRAINING AND OPERATIONS SUBTOTAL (+)				\$	
3e. ADMINISTRATIVE		ESTIMATE		ACTUAL	
Paper, Pencil, Notebooks, etc:		\$		\$	
Copying:		\$		\$	
Computer / Copier Rentals:		\$		\$	
Postage / PO Box Rental:		\$		\$	
Other – Specify:		\$		\$	
ADMINISTRATIVE SUBTOTAL (+)				\$	
3f. MISCELLANEOUS		ESTIMATE		ACTUAL	
Laundry / Dry Cleaning:		\$		\$	
Photos:		\$		\$	
Transportation (Beyond NHQ/CNRC bus and van arrangements) – Specify:		\$		\$	
Other Expenses – Specify:		\$		\$	
Other Expenses – Specify:		\$		\$	
MISCELLANEOUS SUBTOTALS (+)				\$	
3g. TOTAL OF EXPENSES / COSTS (+)		\$		\$	
4. PAYMENT INFORMATION					
<ul style="list-style-type: none"> The amount requested in ESTIMATE column of block 3g is the estimated amount of money required for the training listed in block 2. The amount listed in the ACTUAL column should be the amount of the expenses incurred. In no case will the reimbursement exceed the estimated amount without additional justification and approval from NHQ. The unit CO / COTC is not required to submit a COTC Training Report (NSCTNG 009) or a TWT Audit Report (NSCTNG 010). Submit this form to NHQ at least three (3) weeks prior to commencement of training. Estimates should include no-shows, last minute registrants, and late applicants. Refer any additional questions to NHQ at (703) 243-6910. 					
5. BUDGET SUBMITTED BY UNIT CO / COTC (PRIOR TO COMMENCEMENT OF TRAINING)					
5a. Full Name & Rank (Print or Type)			5b. Signature		5c. Date (DD MMM YY)
5d. XO or Designated Other, Full Name & Rank (Print or Type)			5e. Signature		5f. Date (DD MMM YY)
6. FUNDING APPROVED (NHQ ACTION)					
6a. NHQ Control Number		6b. Amount Approved		6c. Amount Disapproved	
		\$		\$	
6e. Full Name and Rank of NHQ 1st Endorsement (Print or Type)			6f. Signature		6g. Date (DD MMM YY)
6h. Full Name and Rank of NHQ 2nd Endorsement (Print or Type)			6i. Signature		6j. Date (DD MMM YY)
7. ACTUAL EXPENSE REIMBURSEMENT INFORMATION (AFTER COMPLETION OF TRAINING)					
7a. Full Name & Rank (Print or Type)			7b. Signature		7c. Date (DD MMM YY)
7d. XO or Designated Other, Full Name & Rank (Print or Type)			7e. Signature		7f. Date (DD MMM YY)
7g. Make check payable to					7h. Rank
7i. Mailing Address					
7j. City			7k. State		7l. Zip Code + 4
<ul style="list-style-type: none"> Copy to Field Representative 					