

Welcome to the Quantico Staff Noncommissioned Officer Academy, First Sergeant and Master Sergeant Regional Seminar scheduled to be held 6 - 10 March 2023. This email confirms you have been registered for the seminar and can be used as confirmation of enrollment for funding purposes.

Check-in/Checkout

Reservations for lodging can be made at the Crossroads Inn (703) 630-4444 or Liversedge Hall (703)784-3149. In order to receive a statement of non-availability, you must contact Liversedge Hall PRIOR to leaving your parent command. Once you arrive, you must bring a copy of your orders to Liversedge Hall, and they will give you a printed statement of non-availability for your DTS substantiating documentation. Due to the training schedule, full M&IE is authorized. The M&IE rate for MCB Quantico is \$51.00.

All Marines will be at Building 3077 (Conde Hall) on Monday, 6 March, between 0645 and 0730 for check-in. Ensure to bring original orders along with the attachment titled Check-in Sheet with all highlighted areas completed. If stationed within the local area of MCB Quantico, ensure to bring unfunded orders or PTAD orders directing you to a local school with your check-in sheet.

****Parking is limited in the Marine Corps University complex. Your options will be the parking garage located to the north of Conde Hall or the parking lot located to the south.****

*****On Friday, 10 March, classes are scheduled until 1200. It is very important that you do not schedule a departing flight earlier than 1600. Marines who are required to depart early will not receive a completion certificate. In order to complete this PME requirement, Marines must be present for every period of instruction/brief.**

If there are questions related to travel issues, contact SSgt Agregado, Johnbrent M. at (703) 784-5793, or MGySgt Dixon, Douglas D. at (703) 784-3246.

Funding

TECOM does not fund this course of instruction. It will be Unit funded (Please see MCTIMS "Course Memo"). Contact your unit administrative sections to obtain the needed Line of Accounting information in order to process your DTS authorization.

Clearance verification

As part of the progression of enlisted education, we have implemented a classified brief to help broaden your scope of understanding of the organizations preparation for the conflicts of tomorrow.

NLT 24 February, ensure your parent command's security management personnel have submitted visit access requests (VAR) to

SMO Code: MS3302 (Marine Corps University, Quantico VA)

Visit Name: SNCOAQ E-8 Seminar

Date(s): 6 – 10 March 2023

Access Level: Secret

Reason: Resident PME

POC Name: SgtMaj Fort Taylor

POC Phone Number: 703-784-3138

SMMC tasker

On Wednesday, 8 March you will receive a MCPP review followed by a problem set to which your designated working group will assess and provide a potential solution. Review MCDP-5 (Planning). Your last task prior to departing on Friday will be your designated working group turning in a point paper which will be sent to the Office of the Sergeant Major of the Marine Corps.

Advance planning

The MCCUU is the UOD Monday through Thursday and Service "B" on Friday. There is no requirement to bring a professional dress or "green on green" PT gear for this seminar.

In lieu of a professional dinner, there will be an informal social event on Monday, 6 March, at The Clubs of Quantico. A non-refundable fee of \$10 (cash only) will be collected upon check-in. The uniform for this event will be the MCCUU.