

CAMP LEJEUNE SNCOA ADVANCED COURSE CHECK-IN

CHECK IN PROCEDURES

- Check into building M226
- **MUST HAVE: Completed** Command Screening Checklist (Rev Nov 2015), 7000AA MarineNet Course, TAD Orders, Current HT/WT and PFT/CFT
 - **Checklist must be signed by SgtMaj, CO and Medical Officer**
- Do not park on instructor alley; parking lots are identified as overflow or near the BOQ.

UNIFORM REQUIREMENTS

- Service Alphas
- Professional business attire (jacket and tie)
- Seasonal Service Uniform (X2) w/garrison cover
- Green MCCUU (X2) w/ 8pt cover
- Additional green (serviceable) utility trousers for combat conditioning
- Boots (X2)
- PT shirts (X5) (no unit logos)
- PT shorts (X3)
- White PT socks (X3)
- Running shoes
- USMC sweatshirt and bottoms
- USMC running suit
- Glow belt
- Green canteen or issued camel back
- Issued gloves and watch cap (seasonal)

ADDITIONAL SUPPLIES

- Pens and pencils
- Notebook (ruled or college loose left paper)
- Laptop (Highly recommended)
- Printer (Highly recommended)

ADDITIONAL INFORMATION

- Money for professional dinner \$40.00 (required)
- (Gunnery Sergeant of Marines) tee shirts \$9.00 (optional)
- Class pictures to purchase (varies \$7.00 to \$16.00) (optional)

SNCOA CAMP LEJEUNE CAREER COURSE CHECK-IN

CHECK IN PROCEDURES

- **Students will report in the Service "A" uniform**
- Students arriving from out of the area may check in to Bld M283 the day prior. The Barracks Manager's contact information will be posted in the lobby.
- Students will report to the Staff Noncommissioned Officer Academy (SNCOA), on Camp Johnson, Bldg M225 on the start date for their course listed in MCTIMS in their Service Alpha Uniform.
- Students from the local area (Camp Lejeune, MCAS New River, MCAS Cherry Point) will report between the hours of 0700-1200. Marines registered in MCTIMS that fail to report by 1200 will lose their seat in the course and a "stand-by" will be given that seat. Marines from outside the local area who arrive after 1600 will check in to the SNCOA Barracks, Bldg 283 and bring all required material to M225 at 0700 the following morning.
- Marines must have the following items with them during the check-in process:
 - **Original Orders**
 - **Command Screening Checklist (NAVMC 11580) with Battalion/Squadron Commander and Sergeant Major signature and Medical Officer/IDC signature and stamp**
 - **Printed copy of EPME 6000AA completion certificate**
- Students will need Seasonal Service uniform for the afternoon.

DIRECTIONS

- Once you come through the main gate keep straight.
- Turn right on to Hoover Rd which is just before the PX.
- Turn into the "over Flow" parking lot on the right.
- Walk from there across Company St W to Company St E to Bldg M225.

UNIFORM REQUIREMENTS

- Service Alpha Uniform
- Seasonal Service Uniform (X2) w/ cover
- Blue dress Alphas or Bravos
- Woodland MCCUU (X2) w/ 8pt cover
- Authorized MCMAP belt
- Additional green (serviceable) utility trousers for combat conditioning
- Boots (X2) (one pair WILL get muddy)
- PT shirts (X5) (no unit logos)
- PT shorts (X3)
- Running shoes
- USMC Sweat top and bottom
- Glow belt
- Green canteen

ADDITIONAL SUPPLIES

- Notebook
- Pens and pencils
- Mouth guard (For MCMAP)
- Highly recommended items:
 - Laptop (with Microsoft Word or equivalent)
 - Map pens

****The Academy DOES NOT have student computers or printers****

ADDITIONAL INFORMATION

- Fitness Reports: Students are required to complete a "TD" report with their parent command prior to reporting. Career Course students will receive an "FD" report from the Director. This report will be a "Not Observed" report with Section "I" comments regarding course completion.
- Mess Night is a requirement and will cost \$40 per student.
- Class Photo: A class photograph will be taken and is available at a cost of \$7-\$16 per copy (prices subject to change). Photo is optional.
- T-shirts: "Staff Sergeant of Marines" t-shirts are available for purchase for PT sessions. (\$9.00)

SNCOA CAMP LEJEUNE SERGEANTS COURSE CHECK-IN

CHECK IN PROCEDURES

- **Students will report in the Service "A" uniform**
- Students arriving from out of the area may check in to Bld M283 the day prior. The Barracks Manager's contact information will be posted in the lobby.
- Students will report to the Staff Noncommissioned Officer Academy (SNCOA), on Camp Johnson, Bldg M228 on the start date for their course listed in MCTIMS in their Service Alpha Uniform.
- Students from the local area (Camp Lejeune, MCAS New River, MCAS Cherry Point) will report between the hours of 0700-1200. Marines registered in MCTIMS that fail to report by 1200 will lose their seat in the course and a "stand-by" will be given that seat. Marines from outside the local area who arrive after 1600 will check in to the SNCOA Barracks, Bldg 283 and bring all required material to M228 at 0700 the following morning.
- Marines must have the following items with them during the check-in process:
 - **Original Orders**
 - **Command Screening Checklist (NAVMC 11580) with Battalion/Squadron Commander and Sergeant Major signature and Medical Officer/IDC signature and stamp**
 - **Printed copy of EPME 5000AA completion certificate**
- Students will need Seasonal Service uniform for the afternoon.

DIRECTIONS

- Once you come through the main gate keep straight.
- Turn right on to Hoover Rd which is just before the PX.
- Turn into the "over Flow" parking lot on the right.
- Walk from there across Company St W to Company St E to Bld M228.

UNIFORM REQUIREMENTS

- Service Alpha Uniform
- Seasonal Service Uniform (X2) w/ cover
- Blue dress Alphas or Bravos
- Woodland MCCUU (X2) w/ 8pt cover
- Authorized MCMAP belt
- Additional green (serviceable) utility trousers for combat conditioning
- Boots (X2) (one pair WILL get muddy)
- PT shirts (X5) (no unit logos)
- PT shorts (X3)
- Running shoes
- USMC Sweat top and bottom
- Glow belt
- Green canteen

ADDITIONAL SUPPLIES

- Composition Book
- Pens and pencils
- Mouth guard (For MCMAP)
- Highly recommended items:
 - Laptop (with Microsoft Word or equivalent)
 - Map pens

****The Academy DOES NOT have student computers or printers****

ADDITIONAL INFORMATION

- Fitness Reports: Students are required to complete a "TD" report with their parent command prior to reporting. Sergeants Course students will receive an "FD" report from the Director. This report will be a "Not Observed" report with Section "I" comments regarding course completion.
- Mess Night is a requirement and will cost \$40 per student.
- Class Photo: A class photograph will be taken and is available at a cost of \$7-\$16 per copy (prices subject to change). Photo is optional.
- T-shirts: "Sergeant of Marines" t-shirts are available for purchase for PT sessions. (\$9.00)

