

Camp Lejeune Sergeants School

SNCOACamLejSergeantSchool@usmcu.edu

SNCOA Location: Camp Lejeune SNCOA (Bldg. M285) aboard Camp Johnson, NC

Check-In Procedures:

- Students will report in Service “A” uniform.
- Students will need their PT gear for the initial Waist-to-Height Ratio (WHtR) screenings and their woodland MARPAT utilities for the afternoon of check-in day.
- Students are required to bring a Personal Electronic Device (PED), such as a laptop or tablet that can access Moodle throughout the duration of the course. Microsoft Office is also required for coursework and academic requirements. It is the unit's responsibility to provide the Marine with a temporary loan device for the duration of the class. (Refer to MARADMIN 270/24).
- Students arriving from outside the local area may check into the SNCOA barracks (Bldg. M283) the day prior.
- Students from the local area (Camp Lejeune, MCAS New River, MCAS Cherry Point) will report between 0700 – 1200. Local students who fail to report by 1200 may lose their registered seat in the course. Students outside the local area who arrive after 1600 will check in at the SNCOA Barracks and bring all required materials to Bldg. M285 (Room 257) at 0700 the following morning.
- Students **MUST HAVE** the following items with them during the check-in process:
 - TAD Orders to Sergeants School (including individuals on the waitlist)
 - Command Screening Checklist (NAVMC 11580) that can be located on the College of Enlisted Education’s website (<https://www.usmcu.edu/CEME/>). Ensure the checklist is complete with the Battalion/Squadron Commander and Sergeant Major signatures, Medical Officer / IDC signature and stamp, or national provider ID number.
 - Per MCO 6100.13A and current course requirements, students must have a current Periodic Health Assessment (PHA) with an expiration date after 3 June 2026 to participate in the physical training program.
 - Students will not be enrolled without proof of a current PHA.
 - SgtMaj and SNCOIC’s contact information (phone number & email address)
 - Printed copy of EPME 5000BA completion certificate
- The SNCOA will conduct initial and final Physical Fitness Tests and initial and final Waist-to-Height Ratio (WHtR) screenings in accordance with current policy and MARADMIN 066/26.
 - Students who fail any of the events are subject to an adverse fitness report and will be ineligible to return to the SNCOA, including CDET’s seminar program, for six months.

Required Uniforms/Supplies:

- Service “A” (Check-in)
- Service “C” (Graduation)
- Blue Dress “A” (Mess Night)
- Woodland Marine Corps Combat Utility Uniform w/ 8 pt cover
- PT Uniform (no logos)

Additional Information:

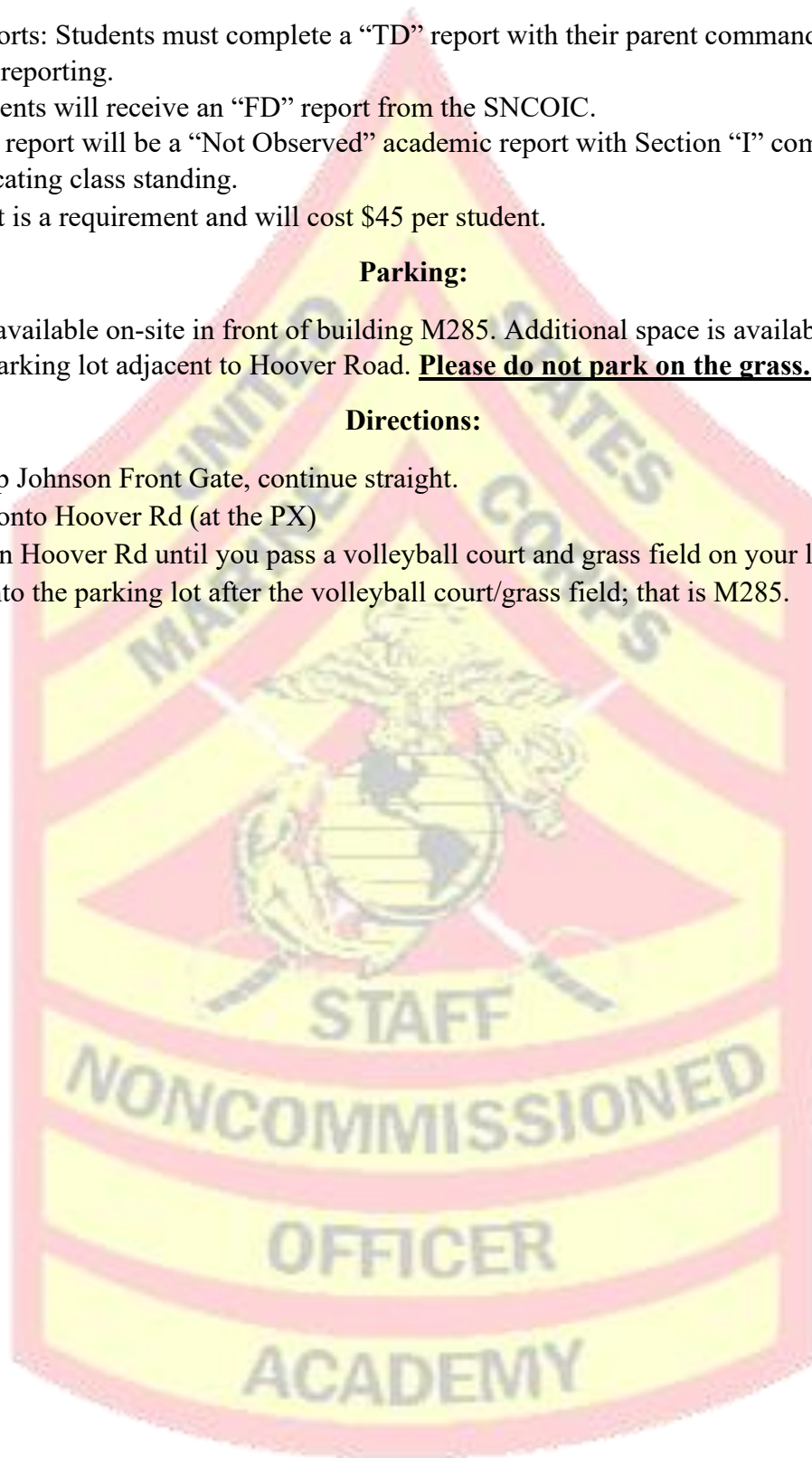
- Fitness reports: Students must complete a “TD” report with their parent command ending the day before reporting.
 - Students will receive an “FD” report from the SNCOIC.
 - This report will be a “Not Observed” academic report with Section “T” comments indicating class standing.
- Mess Night is a requirement and will cost \$45 per student.

Parking:

- Parking is available on-site in front of building M285. Additional space is available in the overflow parking lot adjacent to Hoover Road. **Please do not park on the grass.**

Directions:

- From Camp Johnson Front Gate, continue straight.
- Turn right onto Hoover Rd (at the PX)
- Continue on Hoover Rd until you pass a volleyball court and grass field on your left-hand side.
- Turn left into the parking lot after the volleyball court/grass field; that is M285.



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