



DEPARTMENT OF THE ARMY
1ST WARRANT OFFICER COMPANY
UNITED STATES ARMY WARRANT OFFICER CAREER COLLEGE
FORT NOVOSEL ALABAMA 36362-5096

ATSW-WCST

04 January 2024

MEMORANDUM FOR Warrant Officer Candidate School Class 24-10

SUBJECT: Welcome Letter

1. Congratulations on being selected to attend Warrant Officer Candidate School (WOCS). I am CW3 Shenaurlt. I will be your Primary Training, Advising, and Coaching (TAC) Officer during WOCS. Your Leadership Assessment Begins Now! Upon receipt of this welcome letter, proceed to the United States Army Warrant Officer Career College (USAWOCC) website <https://armyusms.tradoc.army.mil/students/WOCC/index.asp> to request access to Blackboard. The following items can be found on Blackboard, The WOCS Network User Account Request, HHC In-Brief Checklist, and Candidate Essay. These items must be correctly completed prior to your arrival to the Warrant Officer Candidate School. Failure to correctly complete these items will result in adverse administrative action upon your arrival to WOCS. This course is both physically and mentally demanding. Attention to detail, time management, and discipline are key traits that will help you succeed. We expect all candidates to always give 100%. You will encounter stress, be taken out of your comfort zone, be asked to go further and faster than before, make timely decisions that will affect your peers, and lead from the front. There are no excuses for substandard performance.
2. You must report to WOCS in good mental and physical condition. If you have an existing medical condition that could cause further injury, get it taken care of prior to reporting. The physical training regimen will be demanding, and the use of all major and minor muscle groups will be incorporated. You need to show up in shape and ready for training.
3. Ensure that you have all mandatory items listed in the WOCS Orientation Packet. Additionally, ensure you adhere to the checklist provided in the most current WOCS Orientation Packet. The recommended additional items in the packet are just that – recommended. A uniform compliance inspection is conducted upon your arrival to prove you have all mandatory clothing items listed. HHC provides the most recent copy of the Warrant Officer Candidate School Standing Operating Procedures (WOC SOP) upon arrival - this is your guide throughout the course. The USAWOCC website provides ample information to include FAQs about WOCS <https://usacac.army.mil/organizations/cace/wocc/courses>. Every minute is precious to your successful completion of this course. If your bills are due during the course, try to forward pay; you will not have time allotted for this.

***Note: Any administrative issues (finances, housing, leave, follow-on assignments (WOBC), orders, etc.) need to be addressed to the personnel**

department of BLDG 5700 (Soldier Service Center) or HHC upon your arrival to Fort Novosei, AL.

4. Your class color is Green. The class is required to come up with (5) class motto and (5) mascot recommendations NLT 25 January 2023. Submit recommendations to me for approval via email (datasha.d.shenaurlt.mil@army.mil) by the suspense date. You must create a milsuite account and join the 24-10 group at: MilSuite> Army Professional Forums>Warrant Officer Network (WO Net) > Warrant Officer Career College> Content>Class 24-10 discussion group. You can gain access to your class site at: (<https://www.milsuite.mil/book/community/spaces/apf/usawocc/warrantofficercareercollege/woocs-class-24-10>). If you are an artist or have any graphic design experience, volunteer to use your expertise and know-how. Your class T-shirt and coin reflects your professionalism and tokens of your time spent here at WOCS. I will post further details regarding these requirements on MilSuite.
5. Do not wear Army Combat Uniform while traveling on a commercial aircraft IAW AR 670-1 para 3-7 c. (Personnel on official travel and traveling by commercial travel means will wear the service uniform or appropriate civilian attire. Soldiers may wear the combat uniform on commercial flights only when deploying/redeploying or on rest and recuperation leave to and from the combat theater. However, Commanders may authorize service or utility uniforms for Soldiers when traveling by commercial travel for emergency leave or casualty assistance duties). When reporting to WOCS, the only candidates who need leave forms are those PCS'ing or TDY en-route. National Guard, Reserve, and TDY & Return candidates do not need leave forms.
6. You may be required to operate a GSA/TMP vehicle to perform your official duties while in WOCS. Please bring your valid state driver's license.
7. If you are required to take prescription medication, ensure you bring a supply that will last throughout the course. If you require an EpiPen or an inhaler, ensure you have one in your possession prior to arrival at WOCS. This is an individual responsibility and not following this guidance may cause you to be dropped from the course due to missing large periods of instructions.

DATASHA D. SHENAU RL
CW3, AG
Primary TAC Officer