

# WOCS Orientation Packet

1. **PURPOSE.** The purpose of this packet is to provide information to help you prepare for Warrant Officer Candidate School (WOCS).

2. **COURSE OVERVIEW.**

a. If you have to **report earlier than your ATRRS report date for WOCS**, report in Operational Camouflage Pattern (OCP) to Headquarters & Headquarters Company (HHC), U.S. Army Warrant Officer Career College (WOCC), building 5901 on Skychief Street off of Andrews Avenue. Early reporters must sign in NLT 1700 Monday thru Friday with the S1 or Executive Officer. If you cannot report on weekdays and Saturday or Sunday is your only option, if possible, arrive from 1300 to 1700. In order to coordinate for someone to meet you at HHC on a weekend, call at (334) 470-7340.

b. For those reporting on the class report date, report in the Army Physical Fitness Uniform (APFU) no later than 1300 hours. If traveling in civilian clothes (**recommended**) or duty uniform, you will be assigned a room upon arrival in which you can change into APFU to conduct height and weight. If for any reason you are not able to report before 1300, contact HHC to ensure accountability. Bring the enclosed WOCS Pre-Execution Checklist with all applicable documents and copies required to begin training. On report day you will be issued a Warrant Officer Candidate Standing Operating Procedure (WOC SOP); study it and pay close attention during orientation and in-processing. Additional information is available at: <http://usacac.army.mil/organizations/cace/wocc/courses/wocs> or (334) 255-1967/1387/1287 or (334) 470-7340 (CDO).

3. **ENROLLMENT/COURSE PREREQUISITES.**

a. Meet all application and selection prerequisites outlined by the Warrant Officer Procurement Program and the Selection Board.

b. Meet the medical fitness standards for WOCS in AR 40-501, Chapter 2. The standard three-event APFT will be administered on day two/three. If you fail the APFT you will not be enrolled in WOCS. If you are reporting with a permanent profile (**DA G-3/5/7 approved waiver required**) for the aerobic event, you will still be required to participate in all WOCS training events, to include PRT, foot marches and carry a rucksack with a prescribed weight. If you are on a temporary profile **you will not** report to WOCS.

c. Meet the height and weight screening criteria of the Army Weight Control Program. If you exceed body fat standards you will be denied enrollment into the program in accordance with AR 350-1 and AR 600-9. Height and weight screening will take place on report day.

**4. SECURITY CLEARANCE REQUIREMENTS.** The Joint Personnel Adjudication System (JPAS) is the Army system of record for security clearance eligibility and access. You must have an adjudicated SECRET clearance upon your arrival at HHC. If you know that your clearance is about to expire, ensure that a periodic reinvestigation is initiated within 30 days of the expiration date. Ensure you check your SRB to ensure that your clearance is reflected on it. Lastly, contact your unit security officer (S2) to ensure the correct access is granted in JPAS and that you have a signed non-disclosure agreement (SF312) on file. If you cannot initiate your periodic reinvestigation due to the 30 day limit and your upcoming class, the matter will be resolved here. **If you do not meet security clearance requirements you will be returned to your home station. If you are a RA Aviator, you will become a hold-over in HHC until you have received adjudication.**

**5. CONDUCT AND APPEARANCE.** You are required to present a neat, professional appearance IAW AR 670-1 and DA Pam 670-1. Mustaches are not permitted in WOCS. Ponytails are not permitted in WOCS. If you have any tattoos, ensure they comply with AR 670-1, paragraph 3-3; DA Pam 670-1, paragraph 3-3. Failure to disclose tattoos that are not allowed per Army Regulations will result in denied enrollment.

**6. DINING FACILITY.** You will use the Consolidated Dining Facility. Your class will march as a unit to and from the DFAC for the entirety of the course.

**7. FINANCES.**

a. It is your responsibility to ensure your financial matters are in order before your arrival. A report of indebtedness or bad checks may result in your removal from training until the problem is resolved. Recurring problems of this nature may result in setback, dismissal, or elimination from the course. If necessary, ensure that your spouse or family member has a Power of Attorney to act on your behalf while you attend WOCS.

b. Do not waste money purchasing unauthorized items. You will be given ample time to purchase required items after your arrival (pending item availability at the local MCSS and PX). Candidates typically incur costs between \$100 and \$200 over the duration of the course, based on their individual purchase decisions for alterations, laundry, class memorabilia, and personal items. The taxi fee from Dothan airport to Fort Rucker is about \$60. Once training begins, you will be limited to \$350 cash on-hand. You are authorized to have personal checks, traveler's checks, and ATM cards during the course.

**8. MILITARY CLOTHING.** Verify that you have the military clothing required for the course. Do not waste money buying all new uniforms if your current ones are serviceable IAW AR 670-1. If you have missing or unserviceable items, we highly recommend that you purchase replacements from your local Military Clothing Sales Store (MCSS). The Fort Rucker MCSS may not have all the basic issue items required. Appendix A and B list all military clothing requirements for males and females. If you report from Basic Combat Training with poorly fitted uniforms (too large, too small, etc.)

inform HHC cadre.

- a. The OCP with patrol cap is the daily duty uniform.
- b. If you are Reserve Component, CTA 50-900 (paragraph 8b and table 3) authorizes you to receive two additional sets of OCPs through your unit supply prior to your arrival.
- c. If you are attending WOCS in a TDY or ADT status wear the unit patch of your current or last unit. All others wear the Aviation Center of Excellence patch. The Fort Rucker MCSS will have it available for purchase.
- d. If you are an inter-service transfer or have six months or more break in service you must report to HHC supply with a copy of your DD Form 214 in order to receive basic clothing issue from Fort Rucker MCSS. We recommend that you report early to allow time to receive the basic clothing issue prior to the start of your class. Candidate with break in service will often have issues with their security clearance. Ensure you resolve any issues before reporting to HHC.
- e. Soldiers who are authorized to wear the maroon/tan beret and black jump boots will only wear these items to the reception and graduation.
- f. **DO NOT MARK YOUR EQUIPMENT.** Wait until you get to HHC to mark your equipment to ensure it is marked IAW the WOC SOP.
- g. You will wear the Army Service Uniform (ASU) for WOCS graduation. **The Army Service Uniform is a graduation requirement; those who do not possess it will not graduate this course.** You are authorized to convert your ASU before arrival. Otherwise, the class as a whole, will turned their ASU's to a vendor of their choice to convert and dry clean the uniforms. The uniforms will be deliver back to the class approximately two weeks before graduation. Conversion costs varies per vendor.

**9. PRIVATELY OWNED VEHICLES.** During in-processing you will park your POV in a designated class area, where it will remain for the duration of your time in WOCS. Store valuable personal items in the security room, not in your POV. Every Sunday, you will be allowed to start and idle your vehicle to prevent battery and engine problems. Unless approved by the HHC XO or Primary TAC Officer, you are not authorized to move your vehicle once training begins. Ensure you have a current driver's license, vehicle registration, and proof of insurance. Those documents cannot expire during or immediately after the course. Keep the documents inside your POV.

**10. PRIVATELY OWNED WEAPONS (POW).** We recommend that you leave any POW at your place of residence. If you have a POW with you, report it immediately to HHC cadre. If transporting POWs, you must arrive during normal duty hours. You must register your weapon with the Provost Marshal and store your POW IAW Fort Rucker Regulation 190-1, Chapter 15. **Do not store any privately owned weapons (shotgun, rifle, or handgun) in your POV. It will be secured in the 1<sup>st</sup> WOC arms room.**

**11. MEDICAL.**

a. Ensure your annual Periodic Health Assessment (PHA) is current in the Army's Medical Protection System (MEDPROS) and will not expire while attending WOCS. Physicals must be valid through the course graduation date (18 months for flight physicals, 24 months for all others). Bring a copy of the DA 2808 or USAREC Form 3.1. Either or both forms will be accepted.

b. Notify the Warrant Officer Recruiting Team or HHC cadre if your medical status changes after selection for WOCS. You must provide HHC cadre a copy of any approved permanent profiles and waivers during in-processing. If you receive a profile while in training, you are required to have an updated DD Form 2808 prior to continuing training. If you are assigned to HHC while on medical or administrative hold you are required to perform duties within the limits of your profile.

**12. STATIC ITEMS.** Static items are not authorized. A static item is anything that duplicates an item that you display for inspections, or an inspected item that is hidden for the purpose of evading inspection. You will have the opportunity to store extra items in your class security room before your first day of training. Do not throw duplicate items away.

**13. UNAUTHORIZED ITEMS.** You are not permitted to use certain clothing items, equipment and products in WOCS. Appendix E contains a list of unauthorized items.

**14. ALCOHOLIC BEVERAGES AND TOBACCO USE.** You may neither consume nor possess alcoholic beverages or tobacco products while assigned to WOCS. This restriction applies from the date of sign-in to date of departure, regardless of your status (i.e., wait status, active class, administrative, or medical hold). Violation of this restriction may result in a recommendation for your dismissal and/or elimination from the course. Nicotine patches or similar smoking cessation products are authorized, but must be reported to your TAC Officer.

**15. MAIL.** Your address while attending WOCS is:      WOC (Your full name)  
Class (20-XX)  
5901 Skychief Street  
Fort Rucker, AL 36362

**16. CELLULAR PHONES AND SMARTWATCHES.** You are not authorized to use military phones for personal business. Personal cellular phones are authorized during scheduled times while in-processing. Smartwatches are not authorized as well. You will be best served to bring a watch with a chronometer to track your time during certain events. Once training begins, you will not have telephone privileges until your class earns those privileges. At HHC, you are encouraged to call or email your family members to inform them of your safe arrival and to advise them of your new address. Do not store cellular phones or smartwatches in your POV; your class will be assigned a security room to store such items. In case of an emergency while you are in training, provide your family with contact information to WOCC, Red Cross, the "WOCS family" Facebook page (FT

RUCKER WOCS FAMILIES) and the WOCC Facebook page. The phone # for the HHC CDO Desk (duty hrs.) is: (334) 470-7340. The phone # for the 1st WOC CDO desk (24hrs) is: 334-255-2298.

17. **AKO ACCOUNT.** You must have an AKO account. Register in advance at <https://www.ako2.us.army.mil/local/acceptance.html>. We recommend that you renew your password one week prior to your arrival so it will not expire during your time in WOCS. A computer lab is available during in-processing for your use. Prior to training, upload all documents required to your personal folder in AKO (My Role as a Military Officer Essay, autobiography, physical, DA 61, orders, awards, lease, marriage certificate, etc.). That will ensure you have guaranteed access of all necessary documents upon arrival to HHC.

18. **MOVING DEPENDENTS/HHGs.** If you are a tech warrant, you will be in a TDY and return or TDY en-route status while at WOCS and movement of your dependents/HHGs will not be authorized. RA aviators that are single, street to seat, inter service transfers, or coming from MEPS will not be able to secure housing until pinned WO1. If you are an Active Duty or Reserve Component Aviator, your orders will detail what types of movement are authorized. We strongly suggest that you consult the Joint Travel Regulation (JTR) to ensure the entitlements on your orders are correct. Moving your family at your own expense may create undue hardship and is not reimbursable. If you are an inter-service transfer, please ensure that you review your orders and that your entitlements/allowances are in compliance with the Joint Travel Regulation. **Only MEPS can amend MEPS orders**, so please ensure they are correct prior to reporting.

19. **WARRANT OFFICER NETWORK (WO Net).** <https://www.milsuite.mil/>. You may join the WO Net on the Army Professional Forums by creating a "MilBook" account and identify yourself as a candidate to gain access. You will need to register on the "Candidate Net" through MilSuite. Once you register into "Candidate Net", you will be able to select your WOCS Class. As soon as your registration is approved, you will then be able to access, reply, add, and collaborate on your class. The Warrant Officer Career College has an area within the WO Net for your WOCS class to collaborate with each other prior to the start of WOCS. Once you have gained authorization or access to the "MilBook" website, you will click on the following menus: Army Professional Forums>Warrant Officer Network (WO Net) > Warrant Officer Career College> Content>Class number (i.e., 20-xx) discussion group. Primary communication from the TAC Officer will be via milSuite not Facebook.  
<https://www.milsuite.mil/book/community/spaces/apf/usawocc/warrantofficercareercollege>

20. **Financial Readiness Actions.** Should you complete WOCS, you will participate in a Soldier/Family well-being class on TD 24 and the Reception on TD 25. Children under the age of 10 are not allowed to attend these events. Childcare will be coordinated via the candidate Social Officer. Ensure you bring paperwork if necessary. You must provide valid immunization records for children requiring childcare. If you believe you may use these services during the course, have your current Child Youth Services (CYS) transfer your records to Fort Rucker. If you are new to the CYS system, you can begin preregistration online at <https://webtrac.mwr.army.mil#page-0>

21. **Fort Rucker Community Spouses' Club.** For information concerning the Fort Rucker Community Spouses' Club, please log into [www.Facebook.com/FortRuckerSpousesClub](https://www.facebook.com/FortRuckerSpousesClub) or [www.fortruckerccsc.com](http://www.fortruckerccsc.com).

22. **BLACKBOARD.** Go to <https://usacac.army.mil/organizations/cace/wocc> and click on "Warrant Officer Blackboard Enrollment" in the right side of your screen. Proceed to click on "Warrant Officer Candidate School Blackboard Enrollment" and follow the instructions to complete the process. After 72 hours you should have received all the information you need log into blackboard. If after 72 hours you are still having problems accessing blackboard, call the WOCS Course Director at (334) 255-9210 or (334) 255-1029. If the above link does not work, click on the following:  
[https://cgsc2.leavenworth.army.mil/CGSCAdmin/StudentUsers/Users\\_ViewCourse.asp?app=51](https://cgsc2.leavenworth.army.mil/CGSCAdmin/StudentUsers/Users_ViewCourse.asp?app=51)

**If you still have questions, contact HHC for information. Phone 334-255-1967/1387/1297 or DSN 558-1387/1967. HHC WOCC CDO Phone 334-470-7340**

## **ENCLOSURE**

WOCS Pre-Execution Checklist

## **APPENDICES:**

- Appendix A Inventory Form – Male Clothing Requirements
- Appendix B Inventory Form – Female Clothing Requirements
- Appendix C Inventory Form – Mandatory Additional Items
- Appendix D Inventory Form – Optional Items
- Appendix E Unauthorized Items
- Appendix F Sample USAREC 3.1 Physical Coversheet
- Appendix G Illustration Examples of Supply Items
- Appendix H HHC S1 In-brief Required Documents

## Warrant Officer Candidate School Pre-Execution Checklist

NAME (type or print last name, first name, middle initial)		SSN	
UNIT		DOR:	BASD (AC only)
COURSE TITLE <b>Warrant Officer Candidate School</b>		REPORT DATE:	
<b>Supervisor Initial</b>	<b>Soldier Initial</b>	<b>PART I – PRE-EXECUTION (D-90 to D-1)</b>	
		Unit verified the Soldier has a valid WOCS ATRRS seat and date.	
		Candidate has all course information, read the entire welcome packet (at <a href="http://usacac.army.mil/cac2/wocc/wocourses.asp">http://usacac.army.mil/cac2/wocc/wocourses.asp</a> ) and viewed all links related to WOCS to include blackboard enrollment.	
		Possesses required clothing/equipment IAW WOCS orientation packet.	
		Soldier successfully passed physical fitness requirement on standard 3-event APFT administered within 30 days of scheduled departure for WOCS.	
		Soldier meets height and weight standards of AR 600-9.	
		Adequate cash/traveler checks/Government Credit Card.	
		Copies of individual orders, Physical, DA 61, Profile (If applicable)	
		School mailing address/telephone numbers received for family.	
		Soldier's transportation requirements completed.	
		Valid Common Access Card (CAC) and ID tags (1 pair)	
		If corrective lenses are required, Soldier has a set of military prescription eyeglasses with a strap.	
<b>Unit POC List:</b>			
Commander		Work phone	Home phone
First Sergeant		Work phone	Home phone
ARNG/USAR Unit Tech/AGR		Work phone	Home phone
Unit FAX		Unit Email	
<b>Equipment Qualifications (if applicable)</b>			
<b>YES / NO</b>	Soldier has current military and civilian vehicle operator license(s) through end of course.		
	List special equipment qualifications (e.g., bus driver. Bring DA Form 348):		

Soldier Initial	PART II – REQUIREMENTS
	Joint Personnel Adjudication System (JPAS) verification of SECRET level access and signed non-disclosure agreement (SF312). Soldiers who do not possess a SECRET Clearance <b><u>will not</u></b> be enrolled in WOCS.
	All Candidates will hand carry HQ USAREC Form 3.1 in lieu of the approved DD Form 2808, Report of Medical Examination, if possible. If a waiver is required you must provide a copy of the approved waiver. The Report of Medical Examination must be no more than 24 months old from the date signed by the examining physician through the projected WOCS graduation date for technical MOS candidates, and 18 months for aviation candidates. If you do not have a USAREC Form 3.1, the DA 2808 will suffice.
	If you have a permanent medical profile, hand carry the DA Form 3349, Physical Profile, signed by your commander. Remember that you must be able to pass the standard 3-event APFT. No alternate events are authorized unless approved by exception to policy through Department of the Army G-3/5/7. Approved exceptions will not preclude participation in daily PRT, foot marches, or carrying a rucksack.
	<b>Hand carry the following records. <u>All must have been screened and updated within 30 days of your departure for WOCS by the unit S-1 or supporting personnel office.</u></b>
	Your Soldier Record Brief (SRB), SGLI Election, DD 93, DA 2-1, and/or ARNG/USAR Personnel Qualification Record. RA only, also bring your DA 61, Application for Appointment, pages 1-3.
	<p><b><i>The following documents are essential for ensuring that the DD Form 214, Certificate of Release/Discharge from Active duty, issued prior to your receiving WO1 is complete and correct. Entries on DD 214 must be verified against copies of the source documents.</i></b></p> <ul style="list-style-type: none"> <li>• Copies of orders for all awards, decorations, and qualification badges.</li> <li>• Previously issued DD Form 214 or DD Form 220, Active Duty Report</li> <li>• Proof of deployment if not annotated on your SRB</li> <li>• Initial enlistment contract(s) for RA Soldiers with a break in service; pages 4/1, 4/2, and 4/3</li> </ul> <p><b><i>For those who were in ARNG and USAR:</i></b></p> <ul style="list-style-type: none"> <li>• Retirement Points Worksheet, previous DD 214, or NGB 22 for ARNG and USAR</li> <li>• A copy of the contract and orders bringing you into the ARNG/USAR</li> <li>• Copies of orders for all ADSW/ADOS periods and <u>all</u> amendments/extensions</li> <li>• AGR Title 10 or Title 32: Copies of orders bringing you into AGR with <u>all</u> amendments/extension</li> </ul>
	ARNG/USAR may be required to provide copies of lease/mortgage agreement, marriage license/certificate or proof of court ordered child support in order to receive BAH entitlements

I have been counseled and have read all requirements applicable to WOCS. Attendance at this course will not pose any known hardship on me and/or my family that would detract from, or prevent me from, successfully completing course requirements.

Candidate's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have reviewed the above candidate's qualifications and potential to successfully complete this course; have counseled him/her on these requirements and hereby verify his/her readiness to attend same.

Commanding Officer (type or print rank and full name) \_\_\_\_\_

Commanding Officer e-mail (.mil@mail.mil) \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

*Unit commanders will ensure all candidates enrolled in WOCS meet course prerequisites. Candidates who report for training must have a completed pre-execution checklist signed by the candidate and the unit commander, along with other required documents. The commander can also certify the completion of prerequisite testing/evaluation (i.e., FAST test). The commander's signature certifies that the candidate meets the stated course prerequisites. Candidates reporting for training without the required supporting documents and a completed checklist signed by the candidate and unit commander will be returned to their unit.*



## Appendix A

### WOCS Military Clothing Requirements INVENTORY FORM - MALE PERSONNEL

Item	REQ	Additional/ Optional	O/H
Bag, Duffel, Nylon, OG	1 each	1 each	
Belt, Black, Web (brass tip)	1 each		
Belt, Riggers, Tan 499	1 each	1 each	
Beret, Black, with flash (or maroon or tan if authorized to wear)	1 each	1 each	
Boots, Combat, Coyote (must be 8-10 inch height; no zippers)	2 pair	1 pair-field	
Buckle, Belt (brass)	1 each		
Cap, Patrol ACU	2 each		
Cap, Synthetic Microfleece, Black (APFU)	1 each	1 each	
Coat, Army Service Blue (AB 450)	1 each		
Coat, ACU	4 each	1 each	
Drawers, Briefs or Boxers (white, black, gray, brown, or tan) (solid colors)	7 each	3 each	
Glove, Inserts, Cold, Foliage Green, Black or Tan	2 pair		
Gloves, Shell, Leather, Black or Foliage Green	1 pair		
Jacket, Army Physical Fitness Uniform (APFU)	1 each	1 each	
Pants, APFU	1 each	1 each	
Trunks, APFU	5 each		
Shirt, Long Sleeve, APFU	5 each		
Shirt, Short Sleeve, APFU	5 each		
Necktie, Black (no clip on)	1 each		
Shirt, Long sleeve, White (ASU) AW 521	1 each		
Shirt, Short sleeve, White (ASU) AW 521	1 each	1 each	
Shoes, Dress, Black	1 pair		
Socks, Dress, Black	2 pair		
Socks, Boot	7 pair		
Towel, Bath, Brown, Black or White (no logos)	4 each		
Trousers, ASU w/belt loops, AB 451	1 each		
Trousers, ACU	4 each	1 each	
Undershirt, Cotton, White	2 each		
Undershirt, Cotton, Tan 499	7 each		
Washcloth, Cotton, Brown, Black or White (no logos)	4 each		
Laundry Bag	2 each		

1. The above list shows military clothing items required to be displayed and/or accounted for throughout the course.
2. I have physically inventoried all required military clothing and annotated the correct quantities on hand.

WOC \_\_\_\_\_ Class No. \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix B

WOCS Military Clothing Requirements  
**INVENTORY FORM - FEMALE PERSONNEL**

Item	REQ	Additional/ Optional	O/H
Bag, Duffel, Nylon, OG	1 each	1 each	
Belt, black, 1" web (brass tip)	1 each		
Belt, Riggers, Tan 499	1 each	1 each	
Beret, black, with flash (or bring maroon or tan if authorized to wear)	1 each	1 each	
Boots, Combat, Coyote (must be 8-10 inch height; no zippers)	2 pair	1 pair-field	
Brassieres in neutral color (sports brassieres authorized)	5 each	2 each	
Buckle, Belt (brass) 1 and 1/8"	1 each		
Cap, Patrol, ACU	2 each		
Cap, Synthetic Microfleece, Black (APFU)	1 each	1 each	
Coat, Army Service Blue (AB 450)	1 each		
Coat, ACU	4 each	1 each	
Glove, Inserts, Cold, Foliage Green, Black, or Tan	2 pair		
Gloves, Shell, Leather, Black or Foliage Green	1 pair		
Jacket, Army Physical Fitness Uniform (APFU)	1 each	1 each	
Pants, APFU	1 each	1 each	
Trunks, APFU	5 each		
Shirt, Long Sleeve, APFU	5 each		
Shirt, Short Sleeve, APFU	5 each		
Neck tab, Black	1 each		
Shirt, Long sleeve, White (ASU) AW 521	1 each		
Shirt, Short sleeve, White (ASU) AW 521 (either tuck-in or not)	1 each	1 each	
Shoes, Dress, Black	1 pair		
Skirt, ASU, AB 450	1 each		
Slacks, ASU w/belt loops AB 451	1 each	1 each	
Socks, Boot	7 pair		
Socks, Dress, Black	2 pair		
Towel, Bath, Brown, Black or White (no logos)	4 each		
Trousers, ACU/OCP	4 each		
Underwear, Cotton (white, black, gray, brown, or tan) (solid colors)	7 each	3 each	
Undershirt, Cotton, Tan 499	7 each		
Washcloth, Cotton, Brown, Black or White (no logos)	4 each		
Laundry Bag	2 each		

1. The above list shows military clothing items required to be displayed and/or accounted for throughout the course.
2. I have physically inventoried all required military clothing and annotated the correct quantities on hand.

WOC \_\_\_\_\_ Class No. \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix C

### MANDATORY ADDITIONAL ITEMS INVENTORY

ITEM	QTY	O/H	ITEM	QTY	O/H
Serviceable Athletic/Running Shoes	1 pr		WO1 Shoulder Boards (Branch color)	1 set	
Athlete socks, all white or all black, ankle or crew length (no logos)	7 pr		*Mechanical Pencil	1 ea.	
Eyeglass retaining strap (if wearing eyeglasses)	1 ea.		Black Ball Point Pen	2 ea. (min)	
Shower Shoes	1 pr		Clear Double-Stick Scotch Tape	1 roll	
Map Markers, (red, black, blue, green)	4 ea.		White 1" Medical Tape (cloth material)	1 roll	
Personal hygiene items			3"x5" Cards, Ruled	1 pkg	
Padlock (combination preferable)	1 ea.		Soap (bar or liquid)	1 ea.	
Eyewear, ballistic, <b>Army Protective Eyewear List (APEL) approved, black.</b> Bring prescribed optical inserts, if needed.	1 ea.		Officer US and branch insignia for ASU. You may purchase from Fort Rucker MCSS, if available	1 set	
*1" Binder Rings	1 ea.		Black Permanent Marker	1 ea.	
200 page college-ruled notebook	1 ea.		12" ruler	1 ea.	
Military Green Memo Pad	1 ea.		AAA batteries	4 ea.	
*Highlighter	1 ea.		*White Paint Marker	1 ea.	
**Rucksack, Large w/ Frame	1 ea.		**Assault Pack (UCP or OCP issue item only)	1 ea.	
**Hydration System (No pockets or logos. UCP, OCP or black. No other colors or patterns are authorized)	1 ea.		Multi-Tool ( <b>OPTIONAL</b> ) (Example: Gerber, Leatherman, or Swiss Army knife among others). If you don't have one already, <b>do not</b> purchase.	1 ea.	

\* Some items are donated by graduating classes; items on this list may be available on a first come, first served basis at 1ST WOC.

\*\* Items are only required if the items were issued to you.

1. I understand that I am required to possess these items during WOCS. I understand I must coordinate with my servicing Central Issue Facility (CIF) for issue of any TA-50 items I do not currently possess. I understand that I do not need to purchase or bring any items that can be issued by CIF, even if I am unable to obtain them prior to arrival.

2. The required quantity is also the authorized quantity. Duplicate type items are considered static items and may be grounds for elimination from the program. Your personal or excess items are stored in the class security room. You will have access to the room with the approval of the TAC Officer.

3. My signature below indicates I have physically inventoried all items, that I am in compliance with the maximum authorized quantities, and that prior to purchasing additional items I will verify with my WOCS TAC Officer that I am authorized to possess them.

WOC \_\_\_\_\_ Class No. \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix D

**Note:** These items are not required but can be useful during the course. You may decide to purchase either one item or as many as you think you may need during the course.

OPTIONAL ITEMS					
ITEM	Qty	O/H	ITEM	Qty	O/H
Fleece Jacket or Gore-Tex jacket, UCP or OCP. <u>Ensure your last name is sewn on left arm pocket. (Seasonal)</u>	1 each		Moleskin ( <b>highly recommended if you are prone to blisters</b> )		
Sewing kit			Nonmilitary or modified issue boot inserts		
Serviceable Athletic / Running Shoes	1 pair		Nonmilitary or modified issue boot socks		
Foot powder			Pace count cord		
Gore-Tex/Polypro gloves (black) – no logos visible ( <u>Seasonal</u> )			Pantyhose (females)		
Hand sanitizer (small bottles to fit in pockets)			Religious writings		
Insect repellent			Spandex type athletic wear/underwear (Black)		
Pumps, Black	1 pair		Waterproof bags, quart or gallon size (zip lock) ( <b>highly recommended</b> )		
5" x 8" cards	1pkg		3" x 5" cards ( <b>highly recommended</b> )	1pkg	
Canteen (If you do not want to drink from CIF's issue)	2				

1. My signature below indicates I have physically inventoried all items (both required and authorized), that I am in compliance with the maximum authorized quantities, and that prior to purchasing additional items I will verify with my TAC Officer that I am authorized to possess them.

WOC \_\_\_\_\_ Class No. \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix E

### **UNAUTHORIZED ITEMS**

1. The following list indicates those items which have been identified as unauthorized for possession or use while attending WOCS. Possession or use of unauthorized items may result in elimination from the school for failure to comply with course guidelines and standards.

2. If you have any questions concerning the use of any products or aids, ask your TAC Officer. If you are not authorized to use an item, it does not mean that you have to throw it away. Storage locations are available. Coordinate with your cadre to place all unauthorized items (except for flammables) in the security room or class amnesty box.

- Tobacco products
- Commercial cleaning products, items, and waxes (not issued by supply)
- Computer, e.g., PDA/ tablet
- Smart Watches
- Performance-enhancing and weight loss dietary supplements
- Alcohol
- Knife (Anything bigger than what you would get from a multi-tool)
- Pornography
- Illegal drugs
- Weapons (any kind)

## Appendix F

(Date)

MEMORANDUM FOR Commander, US Army Recruiting Command, ATTN: RCRO-SP, Fort Knox,  
KY 40121-2725

SUBJECT: Results of Medical Examination

The results of a commissioning/aviation physical are furnished for the following individual:

a. \_\_\_\_\_  
(Rank) (Print or Type Last Name, First Name, MI)

b. \_\_\_\_\_  
(Unit, Company, Duty Station)

c. Physical Profile Code:

P	U	L	H	E	S

d. Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_

e. Physical initiated on: \_\_\_\_\_  
(Date)

f. Physical completed on: \_\_\_\_\_  
(Date)

g. If Flight Physical, date approved from USAAMA: \_\_\_\_\_ Stamped: \_\_\_\_\_  
(1W, 1A)

- h. Individual ☐ is Fully Qualified IAW AR 40-501, Chapter 2 (Chap 2&4 for flight physicals only) Medical Standards for Appointment and is medically adaptable to the military environment without the necessity of geographical area limitations.
- ☐ is NOT Fully Qualified IAW AR 40-501, Chapter 2. RECOMMEND WAIVER.
- ☐ is NOT Fully Qualified IAW AR 40-501, Chapter 2.

**MUST HAVE PHYSICIAN'S STAMP**

If Physician does NOT have a stamp, applicant must include a Memorandum for Record (MFR) signed by the physician stating:

1. He/she completed the physical for applicant "X" on date "Y";
2. Does NOT have a stamp;
3. Email and contact information.

\_\_\_\_\_  
(Physician's Signature)

\_\_\_\_\_  
(Physician's Stamp)

\_\_\_\_\_  
(Provide full name, title and phone number)

## Appendix G Illustration of Supply Items



200 page college-ruled notebook (Any color or size with a minimum of 200 pages, bigger notebooks or more than one notebook is authorized as well)



Memo Pad (It can be found on your nearest Military Clothing Sales or convenience store) (length 4-3/8", width 3-3/8")



12" ruler (Any color or material)



Multi-Tool is **OPTIONAL** (Example: Gerber, Swiss Army knife, or any other type)



Uniform Measuring Ruler (**OPTIONAL** but highly recommended)  
(It can be found on your nearest Military Clothing Sales)

## Appendix H

### HHC S1 In-brief Required Documents

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**\*DO NOT TURN IN ANY ORIGINALS DURING THE BRIEF\***

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- (RA ONLY) DA FORM 61 (Application For Appointment)
- (RA ONLY) Two copies of orders to Fort Rucker (Amendments and/or DD 1610, if applicable)
- (NG/USAR ONLY) Three copies of orders (Amendments and/or 1610, if applicable) two copies to take to your brief, 3<sup>RD</sup> copy to turn in at S-1 for DEERS update.
- Soldier Record Brief (SRB) printed within the last 30 Days
- Copies of Awards not showing on SRB (if applicable)
- DD Form 214 If you had a break in service, cross-transfer, component-change
- **First** Enlisted contract: 4/1 & 4/2, you should have a 4/3 if you were in the Delayed Entry Program (DEP).
- SGLI & DD Form 93 (Update if more than a year old/ or signed with a pen)  
DoD milConnect portal: <https://milconnect.dmdc.osd.mil/>
- Promotion Orders (E4 and below) If you are regular Army, your E-5 promotion orders are cut here. If you are NG or AR, you are responsible for obtaining you promotion orders from your unit.