



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY MANEUVER CENTER OF EXCELLENCE
COMMAND AND TACTICS DIRECTORATE
1 KARKER STREET
FORT BENNING, GEORGIA 31905-5000

ATZB-CTD

17 April 2019

Future MCCC (RC) Student,

You have requested a seat in the Maneuver Captains Career Course Reserve Component Phase IV resident course and have received either a "Reserved" or "Wait" status through ATRRS. The purpose of this letter is to provide you with information about Fort Benning and Phase IV of MCCC (RC).

Course Attendance

If you know that you are not attending, please inform your unit so that they can cancel your request. If you do not cancel, and are a no show, your unit will be billed for the slot and you will be ineligible for a future ATRRS reservation for a minimum of three months. If you are on the wait list, continue to check ATRRS for a "Reserved" seat, should one become available. "Wait" status does not guarantee you a seat in the course and the school does not normally accept "walk-ons." MCCC (RC) cannot change your ATRRS status, this is a function of your unit training manager.

Prerequisites

At this point, students should be complete with Common Core Phase I (DL), the Phase II resident course at Fort Benning, and be complete or finishing the Branch Technical Phase III (DL). Students must be complete with all three phases prior to attending the Phase IV resident course at Fort Benning. Students who are not complete with all prerequisites will not be permitted to start Phase IV and will be returned to their units.

Phase I is completed via distributive learning through the Army Learning Management System (ALMS). Instructions for completing Phase I can be found on the MCoE MCCC (RC) website at:

<https://www.benning.army.mil/MCoE/199th/CATD/MCCC/Reserve/Phase-I.html>

Phase III is completed via distributive learning through the Army Learning Management System (ALMS). Instructions for completing Phase III can be found on the MCoE MCCC (RC) website at:

<https://www.benning.army.mil/MCoE/199th/CATD/MCCC/Reserve/Phase-III.html>

Distributive Learning modules are a critical component of our AC-RC course equivalency and ensure a common doctrinal baseline across the total force. Phase I (Common Core) and Phase III (Branch Technical) are available for student enrollment at any time via ATRRS. Successful completion of Phase I and Phase III are prerequisites for attendance at resident Phase IV. Phase I and Phase III are not optional and must be completed regardless of students' attendance of past Phase II (Resident). No exemptions authorized.

Reporting and Entitlements

Students will report to the Fort Benning lodging office at [Abrams Hall](#), Building 1670, 7350 Ingersoll Road (706-689-0067), on the report date in order to receive billeting. Students who have a reserved seat in the course will be given lodging. Students who do not have a reserved seat cannot be guaranteed lodging and will be required to pay all expenses (travel, lodging, meals) out of pocket.

TDY/ADT students with a valid ATRRS Reservation are entitled to centrally-funded lodging and meals. Ensure your orders clearly state whether you will receive government provided meals **or** per diem. You will be authorized government meals at a nearby dining facility only if your orders clearly state you are to receive government meals. All other expenses have to be paid out of pocket, or covered by the unit that produced the orders authorizing you to attend the course.

Daily transportation is not provided. Students are required to provide their own transportation or walk to and from Abrams Hall to class locations and DFAC locations. A rental car is recommended.

You must be present at accountability formation located in front (East side) of [Building 70](#), Donovan Research Library, at 0830 on your start date (the day following your report date) for in-processing. The uniform for in-processing is ACU with patrol cap. Be prepared to begin class as soon as in-processing is complete.

Late Arrival/Missed and Canceled Flights: If you get delayed for any reason that will cause you to miss the 0830 Monday report time call 706-626-3711 or 3712 and inform the MCCC (RC) personnel of your situation so that you are not recorded as a no-show. Many of you may be flying into Columbus with a connecting flight from Atlanta. If you miss your connecting flight, there is a shuttle that runs from the Atlanta Airport to FT Benning, <https://groometransportation.com/columbus/>, (706) 324-3939.

Course Expectations

Phase IV is a continuous 14 day course that includes instruction over weekends. There are not normally any days off between the start and end of the course. A course overview can be found at this link: <https://www.benning.army.mil/MCoE/199th/CATD/MCCC/Reserve/content/PDF/RC-MCCC%20Course%20Overview.pdf?19DEC2018>

Phase IV focuses on the Military Decision Making Process (MDMP) and culminates with each student staff group completing a Battalion Operations Order followed by executing a simulated battalion operation. Students must participate in all practical exercises and other critical events while maintaining a 70% graded point average to successfully complete Phase IV.

You are required to pass an Army Physical Fitness Test and meet the Army Height/Weight standards when you report. You will take a Record APFT on the second day of the course. Failure to pass the initial APFT, will result in a retest after seven days. Students who fail to pass the second APFT will receive a "Failure to Achieve Course Standards" DA Form 1059 and will be released from the course. Students who have temporary profiles will not be allowed to start the course. If you have a temporary profile that will prevent you from taking the initial APFT, please inform your unit so they can cancel your reservation. If you have a permanent profile, bring a copy of your current DA Form 3349 when you report. Your Small Group Leader (SGL) will keep a copy of your permanent profile and you will take an alternate APFT event dictated by your permanent profile. All students over the age of 40 must complete a cardiovascular screening within the last five years in accordance with AR 40-501 (Standards of Medical Fitness). Physical training is conducted throughout the course. Please bring appropriate PT uniform (APFU jacket, APFU pants, black fleece cap, and gloves required for November-March classes).

Students will take an end of course comprehensive exam during the second week of the course. Information from all phases, including distributed learning phases, is testable. To help you prepare, a study guide can be found at the following link: <http://www.benning.army.mil/MCOE/CATD/MC3/Reserve/PhaseIV.html>. The minimum passing score is 70 percent. Students are entitled to one retest, which will occur on the following day. Students who fail

the comprehensive examine a second time will receive a “Failure to Achieve Course Standards” DA Form 1059 and will be released from the course.

All training for Phase IV will occur in a classroom or simulation center. A packing list can be found at the following link: <http://www.benning.army.mil/MCOE/CATD/MC3/Reserve/PhaseIV.html>.

Students are issued a government laptop that is linked into a student network that will assist in your work. Government computers from your home unit will not work on the Fort Benning Network. You must have a current Cyber Awareness Certificate and a valid Common Access Card (CAC - Military ID). If your Certificate or CAC has expired, or expires during your time in the course, you must update them prior to the course. Cyber Awareness Training can be accessed at: <https://cs.signal.army.mil/DoDIAA/default.asp>

End of Course Administration

Students who meet all course requirements will receive a Maneuver Captains Career Course Diploma and a DA Form 1059 describing course performance.

Students who have met all requirements for Phase IV will graduate at 1500 on Friday of the second week.* Those who have not will conduct re-training and graduate by 1500 the following day. Units should not schedule flights earlier than 1700 on the second Friday of the course.*

CONUS students must check-out of Abrams Hall by 1100 the day of graduation. Baggage can be stored at the hotel during graduation. OCONUS students may check-in the night before class report date, and must check-out the day after graduation before 1100. Students dismissed from the course early (drops), are entitled to lodging the night of dismissal, but must check-out the following day by 1100.

*Classes that do not start on Mondays due to federal holidays may not graduate on a Friday. Contact MCCC-RC personnel for the graduation date.

Day 1 Student Reading

Prior to Day 1 read the following to help you understand in class instruction:

- FM 6-0 (2014), Chapter 9 (The Military Decision Making Process).

All current publications can be found at: <https://armypubs.army.mil/>

Maneuver Captains Career Course-Reserve Component Contact Information

Website: <https://www.benning.army.mil/MCoE/199th/CATD/MCCC/Reserve/>

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