



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

07 January 2021

Future MCCC-RC Student,

You have requested a seat in the Maneuver Captains Career Course Reserve Component Phase II 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 I of MCCC-RC.

Course Attendance

If you know 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. RC-MCCC cannot change your ATRRS status, this is a function of your unit training manager.

Prerequisites

Students are required to complete Common Core Phase, and submit a paper prior to reporting to Phase I at Fort Benning. Students who are not complete with Common Core Phase and did not turn in their paper will not be permitted to start Phase I and will be returned to their units.

Common Core Phase is available for enrollment at any time via ATRRS and is completed via distributive learning through the Army Learning Management System (ALMS). Instructions for Common Core Phase can be found on the MCoE MCCC-RC website at:

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

Distributive Learning modules are a critical component of our AC-RC course equivalency and provide a common doctrinal baseline across the total force. Successful completion of Common Core Phase is a prerequisite for attendance at resident Phase I Course.

Students will write and submit a paper via email following the accompanying topic and grading rubric. The paper must be turned in NLT midnight seven days prior to reporting to the course. The assigned paper topic will be in the body of the email the Course Director sends with the welcome letter. All submitted papers will undergo a plagiarism assessment prior to grading. Papers will be in Microsoft Word named in the following format: [Class Number]_[Phase #]_[Last Name]_[First Name]_[Paper Topic #]. Email completed papers to: jared.g.graham.mil@mail.mil and david.r.engoren.mil@mail.mil. Paper topic and grading rubric can also be found on the MCOE MCCC-RC website at:

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

Reporting and Entitlements

Students will report to the Fort Benning lodging office at [Abrams Hall](#), Building 1670, 7350 Ingersoll Road (706-689-0067), by midnight on the report date in order to receive billeting. Students who have a valid ATRRS reservation will receive centrally funded lodging.

Students with a valid ATRRS reservation will receive centrally funded meals during the course. You will be authorized government meals at a nearby dining facility. Students names will be on an access roster at the NCOA DFAC, Building 200. Visit the Fort Benning DFAC website for additional information <https://www.benning.army.mil/Tenant/LRC/DFAC.html>

Students who do not have a valid ATRRS reservation will be required to pay all expenses (travel, lodging, meals) out of pocket.

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, at 0830 on the class start date (the day following your report date) for in-processing. The formation is located in front (East side) of [Building 70](#), Donovan Research Library. 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 are delayed for any reason that will cause you to miss the 0830 formation, call 706-626-3711 or 3712 and inform the RC-MCCC cadre of your situation. 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 Fort Benning, <https://groometransportation.com/columbus/>, (706) 324-3939.

Course Expectations

Phase I 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 I focuses on Troop Leading Procedures instruction and culminates with each student planning and briefing a Company Operations Order (OPORD) in accordance with applicable doctrine. Students must pass the OPORD and other critical events in addition to maintaining a 70% graded point average to successfully complete Phase I.

Students must pass an entrance examination on the second day of the course. Knowing the information covered on this exam is a prerequisite to enable you to successfully complete the rest of the course. To help you prepare, a study guide can be found at the following link:

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

Students who fail the entrance examination will be released from the course.

You are not required to pass an Army Combat Fitness Test, but must meet the Army Height/Weight standards when you report. Failure to pass Height/Weight standards, will result in a retest after seven days. Failure to pass the second HT/WT will result in the student being dropped from the course with a failure to meet course standards Academic Evaluation Report (DA1059). Students who have temporary profiles will not be allowed to start the course without an approved exception to policy memorandum. If you have a permanent profile, bring a copy of your current DA Form 3349 when you report. Your SGL will keep a copy of your permanent profile and you will take an alternate event as 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, and students must be prepared to take a diagnostic ACFT that will not contribute towards a student's GPA. Please bring appropriate PT uniform (APFU jacket, APFU pants,

black fleece cap, and gloves required for November-March classes). Additionally, the ACU may be worn for PT events, but no gear is necessary.

A packing list can be found at the following link:

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

Students are issued a government laptop that is linked to a student network that will assist in your course 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> or <https://jkodirect.jten.mil/Atlas2/page/login/Login.jsf>

End of Course Administration

Students who meet all course requirements will receive a Phase I Certificate of Completion and an Academic Evaluation Report (DA Form 1059) describing their Phase I performance.

Students who have met all requirements for Phase I will be complete on Sunday of the second week. Units should not schedule flights earlier than 1800 on the second Sunday of the course.

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

Day 1 Student Reading

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

- ATP 3-21.10 (2018), Appendix B, Section I - Planning

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/>

Cadre: MAJ Jared Graham or MAJ David Engoren

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