

ALCON,

Please carefully read this email and all attachments. If you have any questions, you will have your unit representative contact the Warrior Training Center Air Assault School NCOIC on your behalf. Due to the high volume of calls and emails, the Warrior Training Center Air Assault School NCOIC will not attend to individual student calls and/or emails.

Attached is the WTC Form 100 and instructions for reporting to the ARNG Warrior Training Center at Fort Benning, GA. It is every student's responsibility to familiarize his/herself with the course MOI prior to reporting. The MOI can be found attached to this email.

**Transportation to and from the Airport:**

Airport Destination will be Hartfield-Jackson International Airport (ATL) in Atlanta, GA. Transportation to and from the airport will NOT be provided. The preferred method of travel from the airport is by using Groome Transportation at 706-324-3939 or <https://groometransportation.com/>. Columbus Airport is available to fly into but has frequent lost luggage issues. Students cannot begin zero-day events without the proper uniform.

**In-processing:**

In-processing times will be at **0900 on Monday, at Building 4159**. Travel time from Atlanta Airport to WTC is approximately 2.5 hours. If students are unable to make the 0900 reporting time, they are encouraged to arrive the day prior to have time on the O-Course. If emergency flight issues should arise, contact the course NCOIC directly by phone.

**Early Check-in:**

Students arriving the day prior to inprocessing will report to building 4165 and notify Staff Duty of your arrival at 706-544-6133. Billiting will be provided at no cost, however, meals are not provided for students checking in early.

**Required Documentation:**

Students must have all paperwork listed below completed and/or current in order to in-process:

- Orders / Travel Orders (1610)
- Last Valid DA 705
- DA 5500/5501 current
- IMR Record printout from MEDPROS. (PHA within one year of report date)
  - PHA and Immunizations **MUST** be current (No exceptions)
- Completed, current FY WTC Form 100
- Flight Itinerary (if applicable)
- Cadets: Form SF600 within 1 year of report date. (No exceptions)
- COVID Vaccination Card

**Reporting Uniform:**

Uniform for in-processing is:

- ACU/OCP, or sister service equivalent.
- ID Card and ID Tags are required.
- Black ink pen. (You will be required to fill out several forms during in-processing).
- Canteen

**Meals:**

Students will receive a minimum of one MRE for dinner chow on in-processing day. Meals will be provided for the remainder of the course beginning on zero-day.

**Lodging:**

Lodging will be provided for Soldiers during the entire course.

**Students are responsible for bringing your own linen or sleep system.**

**Flights:**

Graduation attendance is required, so flights must be scheduled after 1700 on graduation day. No exceptions.

**POVs:**

Students driving more than 150 miles on graduation day will be released at the discretion of the Air Assault NCOIC. Soldiers must submit an acceptable plan of action for traveling home in order to be released. Barracks will be provided for students staying after graduation day for one night only. No chow will be provided after graduation.

**TA-50/OCIE and packing list items:**

It is understood that units issue different or more up to date equipment. If the item you have is equivalent to the item on the packing list but is the newer or older issue, it will be accepted. Boots must be IAW DA PAM 670-1.

If you have any questions after you have read all attachments, check ATRRS and this email, email your questions to your unit POC and they will contact the course NCOIC on the behalf of students.

**\*\*NOTE\*\* Emergency calls pertaining to flights, contact the Air Assault Course NCOIC at [cody.a.leonard8.mil@army.mil](mailto:cody.a.leonard8.mil@army.mil) or 706-575-8963.**