

## Pre-Arrival Information for Students

### Administrative Aspects

Please use **Army Regulation 12-15 “Joint Security Cooperation Education and Training” (JSCET)** for all administrative issues concerning International Military Students (IMS) attending WHINSEC. Focus on the following Chapters: Chapter 7 – Travel, Transportation, Quarters, Meals, and Living Allowance; Chapter 8 – Medical Requirements and Health Care; Chapter 9 – Invitational Travel Orders; Chapter 10 – International Military Student Administration; and Appendix B for WHINSEC-specific notes.

### Airports and Student Arrival

WHINSEC is located on the U.S. Army’s Maneuver Center of Excellence, Fort Benning, Georgia, and 100 miles south of the city of Atlanta on the southeast side of the city of Columbus. The local commercial airport is the **Columbus Metropolitan Airport (CSG)**, located some fifteen miles from Fort Benning. Flights connecting to Columbus are available at the **Hartsfield International Airport in Atlanta (ATL)**. **Lawson Military Airport** is located on Fort Benning and can be used for military flights transporting groups of international military students (IMS).

Upon arrival to the Columbus Metropolitan Airport, students will be met by a WHINSEC representative; if students are unable to locate this individual, they should contact the Airport Military Liaison for assistance in reaching the WHINSEC Staff Duty Officer (SDO) at telephone number 706-545-4343 or 1-877-736-3612, toll free (24 hours/7 days a week). If unable to make contact with the WHINSEC SDO, students should use a taxi (cash payment) service for transportation to WHINSEC; a signed receipt should be requested from the driver for reimbursement from the Institute if authorized by the ITO.

### Passports and Visas

Foreign governments are responsible for issuing the necessary passports and for obtaining visas for entry into the United States. It is recommended that **governments verify the passports and visas of both students and family members** included on the invitational travel orders (ITO) **to confirm that they are valid for the full training period and do not expire before the end-of-course date.**

### Privileges

Students and their authorized dependents are afforded full commissary, post-exchange, open-mess, postal, recreational, and banking/credit-union privileges, as well as all other benefits enjoyed by United States military personnel.

International military student (IMS) dependent family members without authorization appearing on travel orders are not authorized ID cards, commissary or post-exchange privileges, nor medical care at Department of Defense facilities.

### Military Identification Cards and Authorized Dependent Family Members

Students attending the Intermediate-Level Education Course (OPME-4) are encouraged to bring their dependents. All dependents must be listed on the ITO. All other students are not authorized dependents, as they cannot be command sponsored. Only the authorized dependents of the OPME-4 course students will receive ID cards and receive the rights associated with being command sponsored. OPME-4 students' authorized dependents will receive ID cards. Students who enroll their children in the local school system must bring immunization records for their children. Students who are authorized dependents should travel and arrive early to make necessary housing and transportation arrangements prior to dependents' arrival. All other students are not authorized dependents and will not be command sponsored.

### **Financial Assistance**

Students under the Security-Assistance Program will receive a monthly allowance for housing (BAH), food, and unforeseen expenses (per diem). The basic housing allowance will depend on where the students live; if they live on the Fort Benning Military Installation in the Student Company barracks, the housing allowance is not applicable. Financial assistance for food and unforeseen expenses will be granted to all students, inasmuch as the Department of Defense is the agency responsible for regulating the appropriate funding amounts in accordance with current laws.

Pay vouchers for students receiving living allowances from the Security Assistance Program must be sent to the Finance Division in Rome, New York, and dispersed by Indianapolis to WHINSEC via Fed-Ex mail with payday during the month. Advise students that their first payday will not be until the third or fourth week following their arrival to WHINSEC. Therefore, students should carry a minimal amount of cash when traveling. Students are recommended to have at least four (4) weeks of funds available to cover the cost of meals (\$350.00). Students are encouraged to use banking services provided on post. The Student Company provides secure storage of funds for those not using banking services.

### **Meals**

Students may eat in the Fort Benning dining facilities located near the Student Company or in Olson Hall. All meals are cash only. Some quarters have microwave ovens for warming pre-prepared meals. Cooking in housing areas and barracks is strictly prohibited. There are several restaurants and fast-food establishments on Fort Benning, including Subway, Taco Bell, Burger King, etc.

### **Housing**

Depending upon training requirements and the type of course, some students will be lodged free of charge at the Student Company facilities (military barracks), Building 2816, and others in hotel rooms at Olson Hall, located on Fort Benning, which is available to house officers and non-commissioned officers at an average cost of \$36.00 a night with room service.

Since the OPME-4 course is 48-49 weeks in length and its students are authorized to travel with their dependent family members, their dependent family members will be housed in residences located on Fort Benning, and payment will be covered by the housing allowance.

## **Medical and Dental Services**

All students should report in excellent physical condition. However, WHINSEC may coordinate any necessary medical consultation and treatment with Martin Army Community Hospital (MACH), which offers a limited range of medical services. Additionally, Troop Medical Clinic is available for routine sick call, and emergency dental care is provided by the Bernheim Dental Clinic for service members only. There are several full-service civilian hospitals and dental facilities in Columbus, Georgia.

## **Laundry and Support Services**

The Student Company and Olson Hall laundries are a free service offered to students. Fort Benning also has other public facilities including laundromats, tailors, shoe shops, barbershops, etc., to which students have access; cash payment is expected at time of service.

## **Transportation and Mobility**

The Institute will take responsibility for transporting students to training areas located more than three (3) kilometers away; all locations less than three (3) kilometers are considered to be within walking distance. For transportation between Fort Benning and Columbus, students can take advantage of local taxi services and the city bus service, which operates under a fixed schedule.

## **Motor-Vehicle Information**

Only students attending courses spanning at least six months are authorized to purchase vehicles. All other students are permitted to rent vehicles with proper documentation and insurance. All vehicles purchased by students and operated on Fort Benning must be properly registered with the Military Police, and the student must have an International or Georgia Driver's license.

For a one-year period, the State of Georgia will honor valid driver's licenses issued in the students' countries; after this period, students must acquire a license to operate motor vehicles in the United States. The Georgia State Driver's License Test is offered in Spanish Monday through Friday.

All individuals driving motor vehicles must have the required insurance policy. When purchasing a vehicle, owners must show their automobile insurance card and the property title when registering the vehicle and acquiring license plates. Several local insurance companies regularly serve WHINSEC students and offer reasonable rates.

## **Uniforms and Attire**

All students should report with the following garments:

- One dress uniform for the closing ceremony and class photograph
- Two complete battle-dress uniforms (for classroom instruction)
- Two additional battle-dress uniforms (only for those attending courses that include field exercises)

- Two pairs of boots
- Seven sets of underwear (t-shirt, briefs, and socks)
- One pair of tennis shoes and four pairs of white socks
- Appropriate casual and dress civilian attire (long pants and shirt)
- Formal civilian attire with coat and tie (only for the OPME-3 and OPME-4 Courses)
- Two towels and personal-hygiene items
- One padlock
- Rainwear
- Warm coats and gloves for the winter months, in accordance with the uniform requirements of each country
- The Institute will provide PT uniforms (except shoes)
- Business suit for students attending the OPME-4 and OPME-3 Courses