

NAVAL WAR COLLEGE INTERNATIONAL OFFICER



STUDENT INFORMATION GUIDE 2012–2013

FOREWORD

This publication is for use by the international officers who are scheduled to attend the Naval Command College and Naval Staff College. Its purpose is to answer some of the specific questions that you and your family may have prior to your arrival in Newport.

Please read through it and make note of important steps to take prior to your arrival. This should assist you in your travel plans and transition to Newport. If you have any questions contact us at:

International Military Student Office (**IMSO**)
International Program Office
U.S. Naval War College
686 Cushing Road
Newport, Rhode Island 02841-1207
U.S.A.
Email: IMSO@usnwc.edu

Telephone: IMSO (401) 841-4782/2083
Support Director (401) 841-6531

We can be reached by e-mail at ncc@usnwc.edu for Naval Command College or nsc1@usnwc.edu for Naval Staff College. Please visit our websites at <http://usnwc.edu/Departments---Colleges/International-Programs.aspx>.

The entire staff joins us in welcoming you to Newport. We hope you and your family will have an exciting year you will always remember. We look forward to meeting you and your family.

Welcome Aboard!

Perry Yaw
Captain, U.S. Navy
Director, Naval Command College

Mark Turner
Captain, U.S. Navy
Director, Naval Staff College

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I. About the Naval War College

The Naval War College, located in Newport, Rhode Island, conducts four resident programs for officers. All branches of the U.S. Armed Forces are in attendance and are divided into different programs based on rank. Senior Officers (Commanders and Captains) attend the College of Naval Warfare (CNW), while junior officers (Lieutenant Commanders) attend the College of Naval Command and Staff (CNC&S). International officers make up the remaining two programs, the Naval Command College (NCC) for senior international officers (Commanders and Captains) and the Naval Staff College (NSC) for mid-career officers (Lieutenants and Lieutenant Commanders).

The Curriculum

The War College is on a trimester academic year, not including the eight-day orientation period upon your arrival. During your time at the Naval War College, you will be integrated with your U.S. colleagues who are enrolled in the College of



Naval Warfare (CNW) and the College of Naval Command and Staff (CNC&S). The primary teaching method is by seminar supported by reading, research, case studies, and lectures. Resident faculty and visiting lecturers are used, but formal lectures are held to a minimum. Seminars are small to take advantage of instructor-student relationships and to enable each officer to participate to the fullest.

It is this integration that makes the U.S. and International Programs so valuable and rewarding, in terms of knowledge, insights, and friendships. Because of your participation, U.S. students come away from this course with a broader understanding and respect for national security issues. Below is a brief overview of the curriculum, in sequence, that you can expect during your tour.

Orientation (Eight Academic Days):

Orientation is for both the officers and their spouses. It will cover the mission, functions, objectives, and procedures of the International Programs and the Naval War College. Included is an introduction to the Newport naval complex and its supporting services. There is also an introduction to the surrounding civilian community. Special emphasis is placed on everyday family services such as schools, banking, insurance, transportation, and shopping.

Strategy and Policy:

The Strategy and Policy Department presents a curriculum designed to teach officers to think strategically. It studies a relationship between a nation's political interests and goals on the one hand, and the way military force has been and may be used to serve them, on the other. It examines a seamless line that begins with objectives, continues through armed conflict until the last salvo has been fired, and ends with the final, postwar settlement. It uses materials and perspectives of several academic disciplines: history, political science, and international relations. The Strategy Department will study strategic theory, especially the works of Sun Tzu, Clausewitz, Mahan, Corbett, and Mao. If you have Clausewitz's book *On War* or Sun Tzu's book *The Art of War* in your native language, we strongly recommend bringing them to ease translation difficulties.

National Security Decision Making:

The National Security Decision Making (NSDM) Department educates military officers and U.S. government civilians in the effective selection and leadership of military forces within national resource constraints. The Department provides instruction in the current strategic planning and future military force structure, systematic approaches to programmatic resource choices and the nature of economic, political, and organizational factors affecting selection and command of military forces. NSDM is an executive development course uniquely designed for the War College students. Emphasis is placed on the preparation of officers and civilians for higher command and high-level staff assignments.

Joint Military Operations:

The Joint Military Operations (JMO) course focuses on enhancing the capability of officers to think and to make decisions at the operational level of war. As do the other two academic departments, JMO provides the student with one-third of the mutually complementary war college education. S&P offers the student a foundation in strategic thinking; NSDM familiarizes the student with strategic planning and the procurement of military forces, and JMO prepares students to plan for and apply resources to meet the military goals and objectives derived from the nation's security strategy. This course enhances student familiarity with service capabilities and exposes the student to a range of methods and disciplines employed in using those capabilities. Examples of these are: threat assessment; the military planning process; analysis of service and joint doctrines; and war gaming. While the focus is on joint operations at the theater level, maritime operations and sea service contributions are stressed.

Daily Routine

Classes are held Monday through Friday, usually beginning at 0830 and completing by midday. Some of the Fridays are reserved for individual student preparation time for writing papers or completing required reading assignments. You will also have an opportunity to participate in a wide variety of elective courses, normally scheduled on Wednesdays or Thursdays.

After each class day, many students head to the base gymnasium for exercise or jog outside along the waterfront. Participation in some form of physical exercise is recommended to augment the academic schedule.

Interaction with U.S. Navy, Army, Air Force, Marine Corps, Coast Guard, and civilian students occurs naturally as part of your daily discussions in class. That contact extends beyond the classroom, sometimes to the soccer field and basketball court and social dinners. There have been many strong bonds formed over the years between the international students and U.S. students.

Curriculum Field Trips/Field Studies Program Visits

Curriculum Field Trips (CFTs) and Field Studies Program Visits (FSPs) are scheduled throughout the year to further the officers' knowledge concerning U.S. organizations and government institutions. They provide an opportunity to meet civilian and military leaders to reinforce some aspects of the Naval War College curriculum and relate management theory and principles to management practices in large military complexes and industrial corporations. These presentations and discussions with civilian and military managers help to increase the officers' knowledge of the geography, economy, culture, and history of the United States. Families are invited and encouraged to join the officer on most of the FSPs, at the officer's own expense. You can expect to make four to six major trips during the year, lasting from five days to 10 days. There will be several one-day trips as well.

Social Activities

You can expect to have a very busy social life while at the War College. You will attend a number of luncheons, dinners, and receptions, especially during trips around the country. These are an important and integral part of the international experience. Many of these events include family members if they are available to attend.

English Classes

Most officers go through some degree of language training prior to attending the War College. Those who have a desire to learn more about the English language are invited to attend a course in English, provided by a certified English instructor. This English Improvement Course will be taken in lieu of an elective during the fall and winter trimesters. Spouses are also encouraged to attend and a special course is designed just for them.

Sponsors

So how are you expected to find a place to live, establish a financial account with a bank, buy a car, place your children in schools, take care of unexpected medical problems, and get situated in a new country, all at the same time? The answer lies primarily with your sponsors.

Prior to your arrival, you will be assigned a sponsor from either the military or civilian communities. The civilian sponsors are usually a husband and wife team from the Newport community who volunteer to host an international family from the International Programs for the entire year. The military sponsor is an officer stationed here in the local area and is usually married. Their assistance in getting around Newport, even long after you have arrived, is invaluable. You should establish contact with your sponsor as soon as possible—before you leave your country. Please e-mail IMSO@usnwc.edu, so we can get you in contact with your sponsors via e-mail.

Country Presentation Programs (Naval Staff College only)

Each student in the Naval Staff College is required to prepare and deliver a twenty-minute oral and multimedia presentation on his country before an audience of faculty, colleagues, and guests. International students at the Naval War College are sometimes invited to speak to local civilian groups about their countries. Also, in some classes, they may be called upon, or volunteer, to present some aspect of life in their country or their naval service.

Authorized Leave and Absence

Ordinarily there is no requirement for leave during the academic year. Leave is not authorized for students while classes are in session, except for emergencies. Weekend and holiday travel in the United States does not require the student to be on leave. The only requirements are that you provide the college with your itinerary so you may be contacted in case of an emergency and that you return from travel in time to be in class when it reconvenes. If you want to travel outside the United States during the two-week-long Christmas recess, then authorization from your headquarters or attaché is required. Leave, either before or after the academic year, will be addressed in your Invitational Travel Orders.

Mail and E-mail Addresses

Mail received before you arrive will be held for you by the staff. You will be assigned a mailbox where all incoming personal and official mail directed to you will be placed. Your mailing address will be:

Your Rank and Name
Naval Command College

Or

Naval Staff College
686 Cushing Road
Newport RI 02841-1207
USA

While you are here we will issue you a laptop computer for your academic and personal use. It will have the full suite of Microsoft Office programs and will afford you Internet access through NWC's wireless network. This computer is for official use only and is subject to U.S. Navy regulation regarding government-owned computers. It may not be used to connect to a commercial Internet service provider (ISP) in your residence. Students desiring to have an Internet-connected computer at home or in the CBQ will have to either bring one with them or purchase once they arrive.

II. Preparations for the Move—What to Bring

Passports and Visas

You will need to obtain a U.S. entry visa from the U.S. Embassy in your country. Because you will be representing your government, your visa and the visas for your spouse and children should be “A-2” category (“NATO-2” for students from NATO countries). The “A” category also applies to your attendants (e.g., nanny or au pair); however, their visas will be an “A-3” category. To avoid difficult renewal problems, ensure your passports will be valid for the entire time you will be in the United States and make sure your visa is a “Multiple Entry” visa, valid for the same period.

When you enter the United States, the immigration official who examines your passport and visa will staple a white card into your passport, known as the Immigration Form I-94. Form I-94 shows the visa status as it appears on the visa. The “valid until” line must be marked “D/S” meaning “Duration of Status” of the A-2 visa. It is not unusual for the official to make a mistake, so make sure you pay close attention and do not hesitate to correct him immediately if you suspect an error.

Other relatives not listed on your Invitational Travel Order (mother, father, brother, sister) and non-family members with you will be given “B-1” or “B-2” visas, which are tourist visas. B-1 and B-2 visas will receive an I-94 form requiring departure from the United States six months after the date of entry. This departure date may be extended just before it expires for an additional six months, if the passport will still be valid for six months beyond the new departure date. The fee for this extension is approximately \$140.00. It is most important that your I-94 form be properly filled out. Check it carefully before you leave the immigration official. Be particularly careful if you arrive in the United States on a military aircraft. The immigration officials who process military aircraft sometimes forget to issue I-94s.

Official Records

Make all attempts to bring the necessary records with you, including all medical and dental records for each family member. Children’s medical records and school records are required for registering in public and private schools. Details of school medical requirements are explained in Section VI. In general, if you think you might need the record for the year in your own country, bring it.

Invitational Travel Orders (ITO)

The designated U.S. military representative in your country will issue Invitational Travel Orders to you. You need the original and 3 copies of your ITO when you report to the Naval War College. Ensure all blocks on your ITO are filled out before leaving the U.S. representative in your country.

Make Sure:

- All family members are listed in the “Remarks” section of your ITO by name. This is required for them to receive an Identification Card once you arrive in Newport.
- The inclusive dates are correct: See Appendix A
- The Visa codes are appropriately marked as described above.
- **Medical Coverage is completely understood by you** and your spouse. Remember that YOU are the IMS (International Military Student), so if it says medical costs are the responsibility of the IMS; make sure you have medical insurance coverage. This is covered in more detail in Section V.

Clothing/Weather

Temperatures in Newport vary greatly depending upon the season. In the coldest part of winter, November to March, temperatures can be as cold as 10 to 30 degrees Fahrenheit (-1 to -12 degrees Celsius). From January to March you can expect 1 to 3 snowstorms per month. April begins to warm up, but winter effects aren't completely over; there may be a rare snowstorm early in the month. However, the last freeze occurs by midmonth. In May, daytime temperatures average near 70. Temperatures in June rise slightly and because of the warm moist air, fog can be expected to occur on about half of the days of the month. In the hottest part of the summer, July to September, temperatures can be as high as 75–90 degrees Fahrenheit (22–30 Celsius). October is usually one of the best months of the year—warm, dry days and cool nights. In November, freezing temperatures are common by the end of the month with the possibility of the first measurable snowfall. December is characterized by moderate to strong outbreaks of cold polar air.

Uniforms and Attire Policy: This is the official dress code per NWC Attire Policy:

Formal: Uniform attire: Dinner/mess dress jacket. **Civilian attire:** Black tie/tuxedo. There will be several *optional* formal functions you will be invited to during the year. (There is no requirement to bring this uniform.)

Informal: Uniform attire: Service Dress Blues or Service Dress Whites (chokers), depending on season. **Civilian attire:** Business suit (lounge suit).

Professional: Uniform attire: Service Dress Blues or Summer Whites. This is the dress for lectures by four-star U.S. officers and for FSP events when military uniform is proper. NCC students will bring a working uniform (khakis equivalent, BDU/CDU) for use during the JMO exercise and CCDR/service chief briefs.

Civilian attire: Coat and tie, dress slacks, and dress shoes. This is the normal dress for FSP events.

Business Casual: Uniform attire: Khakis for U.S. officers, and open-collared equivalent uniform for other countries. **Civilian attire:** Dress shirt or turtleneck, dress slacks, and dress shoes. No tie or jacket required. **This is the primary dress while attending academic classes and most evening functions.**

Casual: Collared shirt, casual slacks, and casual shoes. **No blue jeans, shorts, or athletic shoes.** This is the attire for conducting after-hours or weekend business/studies within the NWC complex; may be prescribed during designated holiday periods.

NWC Casual: Collared shirt, casual slacks, blue jeans, or shorts. This dress is normally prescribed for FSP travel days.

Athletic: T-shirts, shorts, jeans, sports slacks; primarily for sports, picnics/cookouts.

Uniform Replacement:

The Navy Uniform Shop does not carry any uniform supplies for non-U.S. Navy uniforms, so bring a complete set of uniforms with you. You are allowed to purchase any U.S. Navy uniform item that is not distinctive (for example, uniform trousers and coats without U.S. Navy insignia).

Civilian Clothing:

Suits or sport coats with ties and slacks are appropriate for all activities when the uniform is not required. Casual clothes, such as open-collar shirts, shorts in summer, sweaters in winter, etc., are appropriate during leisure time. Lightweight fabrics during summer and wool during the cool and cold months will be the most comfortable. A raincoat, a lightweight coat for cool weather, and a heavyweight coat for cold weather are necessary, as well as gloves and boots.

Women's Clothing:

Suits and dresses are appropriate for social events at which civilian informal or the service dress uniform is required for the officers. A long dress or evening dress is appropriate for the occasions when the officer wears the Evening Mess Dress uniform.

These occasions occur rarely if at all. There is also a class photo of all the wives, usually taken in traditional country dress.

Children's Clothing:

Children normally dress very casually for school and for their social activities. Many U.S. students wear some sort of blue jeans. There are a few occasions when they will want to be more “dressed-up” than normal, such as parties and

school dances. Additionally, some of the local elementary schools have a “Global Fun Day” or “International Travel Day” in which they may choose to participate. This involves dressing in their country costume, displaying and answering questions for other students. It is not an NCC/NSC-sponsored event, but one that you may like to know about before deciding what to pack.

Country Attire:

There will be several functions during the course of the year where it will be appropriate, even desirable, for you and your spouse to dress in the native attire of your country. (Orientation for spouses, Country presentation days, International Nights, etc). Please feel free to bring clothing that is representative of your culture.

Buying Clothing in the Newport Area:

There are numerous stores in Newport and Middletown representing most price ranges for men, women, and children. Even greater selections are available in shopping malls in Providence, Warwick, and Wrentham. The Navy Exchange on base often has good prices on clothing items for the entire family. The Navy Relief Thrift Shop on base is also a source of inexpensive previously owned garments.

U.S. Navy Uniform Equivalent

May-September

October-April

Service Dress White



Summer White



Service Dress Blue



Commencement,
Graduation, and
Special Occasions



U.S. Navy Civilian Attire Equivalents

Professional Civilian



FSP events and
official functions

Business Casual



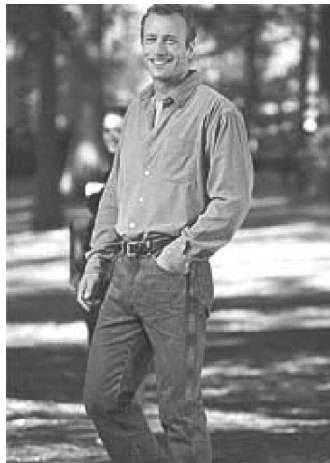
Academic classes
and most
evening functions

Casual



Traveling and most casual
events (no jeans)

NWC Casual



Picnics or other casual
events

Athletic



Picnics, sporting events,
and physical exercise

Financial Plans (Before Moving)

Typical Expenses for a Family of Four:

The table on this page describes estimates of typical costs and is provided to give you an idea of expenses for your month in Newport. Your actual costs will vary with your family size and your personal financial decisions. These items are covered in detail in later sections. Please read the sections on Housing and Automobiles for details on those expenses.

Expenses for the Month of August

	<u>Average</u>	<u>High</u>
Used automobile*	\$2,500	\$9,000
Automobile insurance for first six months	\$600	\$800
September rent in advance	\$1,800	\$2,800
House Damage Deposit **	\$1,800	\$2,800
Renter's Insurance (Optional) *** for one year	\$400	\$800
Temporary housing for entire month of August	\$2,300 (Hotel room if available)	\$4,650 (local hotel, if available)
August meals	\$1,200 via groceries/ Kitchen in Apartment	\$ 2,900 Restaurants or Officers' Mess
Contingency (medical exam for children, dental, school clothing, deposits for telephone and utilities)	\$600	\$1,200
TOTAL	\$11,200	\$24,950

* Some students found that two cars were necessary.

** The damage deposit is held in escrow and refunded at the end of the lease, unless abnormal damage has been caused to the house, furniture, or yard.

*** This insurance varies extensively from policy to policy and can cover personal property, extensive damage to the home, and personal liability, depending on the policy you choose.

Credit Cards:

Even if you are reimbursed for your living allowances, you will need either a credit card or sufficient amount of cash to pay for your initial lodging expenses in Newport. Visa, Master Card, and American Express are widely accepted in the United States. **If you do not have a credit card, it is highly recommended that you get one before coming to the United States** since you may not be able to open a credit card account with a U.S. bank.

Traveler's Checks:

Traveler's checks are recommended any time you travel to reduce the amount of cash you carry and to ensure that you are able to pay for your needs. There are still a few places that accept neither credit cards nor checks. Almost every vendor accepts traveler's checks.

Shipment of Baggage and Personal Property

Your Invitational Travel Orders reflect agreements between our governments that determine your entitlement to ship baggage or other personal property. The U.S. military representative can interpret the orders as to the specific entitlement, and no attempt to generalize about those entitlements is made in this pamphlet. If you are entitled to ship baggage or personal property, the following suggestions could help ensure your shipment to Newport will arrive on time.

- Allow at least eight weeks for your shipment to reach Newport. Items that you must have when you arrive in Newport should accompany you rather than be trusted to an unaccompanied baggage shipment that could get delayed. Be sure to add our number as a POC (401) 841-4782 or 841-2083.
- Arrange to ship your baggage on a "through bill of lading." Have a freight forwarder in your country assume responsibility for delivering your baggage from the point where he receives it from you, to the Naval War College, Newport, Rhode Island. In this way, one person or company will be responsible for the delivery of your baggage, and in the event problems arise, you are able to make claims against a single person or company.
- Choose a freight forwarder who has offices in Boston or New York City and is licensed to perform the services of a custom house broker to clear your baggage through U.S. Customs at the port of entry and forward your baggage to you at the Naval War College.
- Make a detailed inventory of everything you ship and, if possible, indicate when you acquired each item and what it originally cost. Leave one copy with your personal records in your own country and bring one copy with you in your personal possessions when you travel. This enables you to establish the value of any item that becomes damaged or lost, if you must make a claim.
- If possible, insure all of your baggage and personal property with an insurance company in your own country, but try to choose one that also has offices in New York or Boston.
- Remember to request and then safely keep all receipts, bills of lading, and other documentation that pertains to the baggage you shipped, to prove your claims, if any arise.

- Be aware that if you have any claim for damaged or lost baggage, there is a time limit for you to take action. Consult your sponsor as soon as you believe you have a claim, in order to explore the remedies available to you.
- There is no requirement at the Naval War College for ceremonial weapons, such as swords or dirks. Firearms are also not allowed on base, and very often difficult to get through customs. It is strongly recommended you leave these items at home, since they may be a liability in clearing baggage through customs.

III. Arrival Information

Itinerary

Newport is a tourist city and is particularly busy in the summer months of June through the first week in September. Most of the hotels and motels are filled to capacity months in advance. Because of the high demand, motel rates are generally high, upwards of \$150 a night for a basic room. For this reason, it is important to plan well in advance. Your sponsors will be better able to help you with reservations the more time you give them to prepare.

For all officers, plan to report not later than the dates listed in Appendix A. If you make arrangements to arrive on a later date, you will have more time to find a home, but you will have additional temporary living expenses due to the inflated costs during the tourist season in Newport.

The designated U.S. military representative in your country normally informs the War College about your mode of travel and scheduled time of arrival in the Newport area. Supply this information to that official in advance of your departure so that the information can be transmitted to the War College in time for arrangements to be made to meet you when you arrive. In addition, confirm this information by writing or telephoning directly to your sponsor and the War College as well in advance of your departure date.

If there are last-minute changes in your travel plans, the information should be sent immediately to the International Military Student Officer (IMSO), 401-841-6531 or 841-4782. E-mail addresses are IMSO@usnwc.edu, ncc@usnwc.edu and nsc1@usnwc.edu. The staff uses this information to ensure you are met at the airport and have accommodations for the night of your arrival. If you are in transit in the United States at the time that your travel plans change, you should call the College long distance. If you make your call between 0730 and 1600 on normal working days (Monday–Friday), call the IMSO (401) 841-4782. Calls placed after 1600 should be made to the Naval War College Quarterdeck (401) 841-1310.

Transportation to Newport

The U.S. military representative in your country will assist you and your government representatives in deciding what travel arrangements are appropriate for you and your family, in order that you proceed to Newport with minimum delay.

Personal Travel Arrangements:

We strongly recommend you fly into T. F. Green Airport in Providence, Rhode Island. From Providence, automobile transportation to Newport is a trip of less than one hour. You will be met at T. F. Green Airport by either your sponsor or a representative of the Naval War College. The college cannot provide transportation from any other airport. There is train and bus service from New York to Providence, but neither is recommended for your arrival because of the difficulty of traveling with lots of luggage.

Some students come to Newport by automobile from other cities in the United States where they have been assigned for permanent duty, temporary duty, or on vacation. If you travel to Newport in this manner, you should contact the IMSO and your sponsor as soon as you know your travel plans. For those arriving from Defense Language School, ask the school to call the IMSO and advise us of your date and time of arrival.

Temporary Lodging

Because Newport is a very popular tourist town, temporary summer housing in hotels and efficiency apartments is expensive and difficult to arrange. Temporary housing is required for many families during the month of August and the first part of September because most of the “permanent” rental homes in the area are not available until after Labor Day, 6 September 2010. After that holiday, many summer residents leave Newport and their homes become available for “off season” rental.

The preferred temporary housing for military families in Newport is the Navy Lodge. Rooms cost approximately \$75 per night and consist of a private bathroom, small cooking stove and sink, and two double beds.

Room availability is limited, so not all families will be able to stay there. If you want one of these rooms, contact your sponsor or the IMSO immediately. If you prefer, you can call directly to the Navy Lodge for reservations (Appendix B). If you are traveling with more than four people you’ll need to make reservations through your sponsor at a civilian hotel or motel. Other types of temporary housing can be arranged by rental agents or by your sponsor. If traveling with no more than two dependents, it is possible to stay in a room reserved at the Combined Bachelor Quarters. The IMSO is available to make temporary room reservations at both the Navy lodge and the CBQ, but each IMS will need to have a credit card or sufficient cash to pay the cost of the rooms.

Checking in to the War College

It is NOT necessary to report in uniform. You should report to the NWC Quarterdeck on 19/20/21 July. From there you will be directed to the Quinn Lecture Room for check-in. Check-in will start promptly at 0800 or 1000. Please bring your

original Invitational Travel Orders and three copies, plus passports and visas for yourself and any family members who accompanied you. After check-in, you are free until Orientation begins on 28 July.

Personal Finances

Personal financial requirements will vary from person to person. There are, however, several aspects that will be of interest to everyone, such as transfer of funds to a Newport or Middletown bank. Before you leave your home country you should make arrangements with your navy and with your local bank to transfer your money to a bank in Newport or Middletown. Each country handles this transfer in a different manner, so it is not possible to state the best method. In some cases the home government deposits the pay in a local bank that makes a Telex transfer to a bank in the Newport area. In other cases the pay comes from your embassy in Washington, D.C., where it is converted to dollars and a check is mailed to you in Newport. If your bank has a branch in New York, you can have the money deposited in your home country and write checks.

Again, all students are strongly recommended to obtain a major credit card before departing home, or carry adequate funds to meet their needs.

Typical Monthly Off-Base Living Expenses

Rent with utilities (electric/heat/water)*	\$1800–\$2900
Telephone (monthly charge plus long distance and overseas calls); one-time installation charge	\$54–125
Food	\$800–2400
Gasoline	\$120–240
Miscellaneous (cable TV, wardroom dues, postage, photo development, haircuts)	\$75–100
Totals **	\$2849 to \$5765

*** We strongly encourage leases with utilities and have had little problem enforcing that.**

**** Costs of personal shopping and in-home entertainment that you may host are not included. These costs will vary greatly with your financial circumstance.**

These figures do not include auto insurance payments or car payments.

Living Allowances

The cost of living in the Newport area may require special living allowances from your government. For most FMS case students these allowances are paid by the home government. For some IMET students a living allowance is paid by the

U.S. government. This allowance is a supplement to the student's regular pay and allowances. The IMET living allowance is not a substitute for regular pay and allowances. Either way, make sure you know the facts from your own government as you make your plans.

Currency Exchange

There are several banks in the Newport area that will exchange international currency for a nominal fee.

Checking Accounts

Checking accounts can be opened at any of several local banks. Your home country bank may have contact with one of the local banks, or you may choose to wait until you arrive in Newport to select your bank.

Permanent Housing

Local Rentals:

Permanent housing is generally available after Labor Day, 6 September, for about \$1,800.00 to more than \$2,900.00 per month, including utilities. Almost all families have been able to find a furnished home in the rental range of \$1,800.00 to \$2,900.00. The meaning of "furnished" may vary from owner to owner. In many cases it includes everything needed, but sometimes only includes basic furniture. In those cases the tenant is responsible for providing linens and kitchen utensils, which are available in local stores.

The cost of utilities, including electricity, heat, water, and basic telephone, should be included in the lease—no balloon payments at the end of your lease.

A lease (written contract) should be signed by the tenant (you) and the rental agent or owner. The lease will specify the amount to be paid, the occupancy dates, and all special arrangements that are covered by the rental fee (yard care, snow removal, repairs, etc.). Most leases are written for the entire period of the rental rather than month to month. This means that your obligation is for the entire period and you may not "break" the lease without paying the full amount. For this reason you must be very sure that you have chosen the house you will want for the entire year. Sign the lease only after you have thoroughly inspected the house. Your sponsor can give you advice and assistance with this part of the rental process, and if need be, you can consult with the staff legal advisor. A damage deposit not to exceed one month's rent will be required. If there is no damage to the house when you leave, the deposit will be returned to you.

IV. Finances

Students, either with or without family members, may use the Combined Bachelor Quarters (CBQ). Students may only book one room in the CBQ. Rooms cost \$56.00 per day. These rooms can accommodate a husband and wife plus one small child. There are no cooking facilities except for a small microwave in each room.

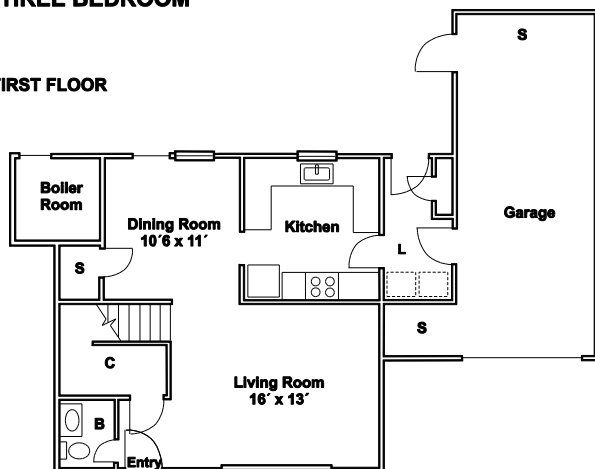
Government Base Housing:

The government housing is located in the Coddington Cove complex in Middletown (a ten-minute drive to the Naval War College). The houses are three- or four-bedroom units of approximately 1,200 square feet. They are ideally suited for NSC O3/O4 officers with families. Through advance coordination with your sponsor and the Naval War College the house can be made available shortly after your arrival, usually within three weeks. All utility bills with the exception of your phone and cable television bill are included in your rent. The kitchen is equipped with a stove, refrigerator, cooking and eating utensils, and a clothes washer and dryer. Linens are at the expense of the officer. The cost of Government Housing is based on your rank. Please seek further guidance from the NCC Director/Deputy Director and your sponsor.

Another housing option for unaccompanied and single students is the Student Living Program. The Housing Office provides furnished homes in base housing for two or three single or unaccompanied students at reasonable rates. This housing option is not available for students whose families accompany them to Newport or join them in Newport during the year.

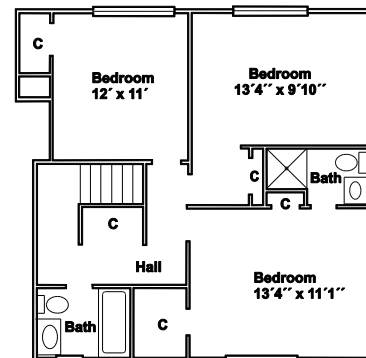
CODDINGTON COVE THREE BEDROOM

FIRST FLOOR

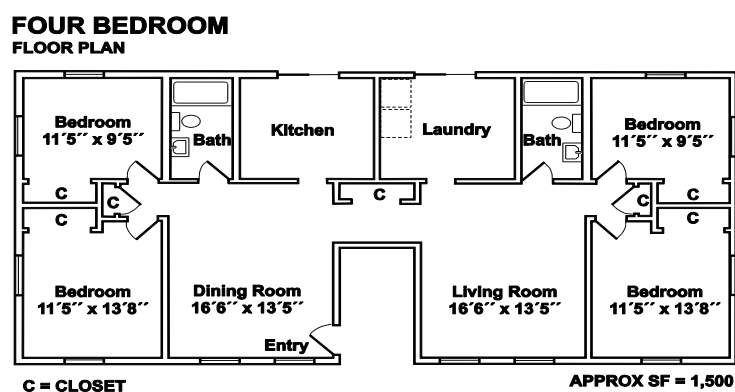


APPROX SF = 1,300

SECOND FLOOR







Automobiles

Purchase Cost:

An automobile is generally considered to be essential for your year in Newport. Bus transportation is very limited and distances make walking impractical. Most students buy a used car for their year in Newport, and some have found it necessary to buy two cars. There are many used cars available between \$2,000 and \$5,000. Cars in that price range are usually about five years old with more than 50,000 miles. It all depends on what you are comfortable spending for the quality of car you need. Finding a car to best meet your needs for the year is one of the many things that your sponsor may be able to assist you with when you arrive in Newport. The website www.edmonds.com provides a good estimate of market value for buying and selling of a vehicle in the United States.

Insurance and Registration Fee:

There are two additional expenses that you will have after the purchase of your car. The first is insurance and the second is state registration. Rhode Island has a compulsory automobile insurance law. A minimum requirement for “liability” coverage is imposed by the Naval Station to drive the car on base. In addition, many drivers include “comprehensive and collision” coverage to insure against the costs of damage to the vehicle itself. The semiannual premium for automobile insurance is about \$400.00–800.00. Again, your sponsor can assist you in getting the best insurance available at the lowest cost. State registration is required for all vehicles bought in the United States; in Rhode Island the cost of registration will be roughly \$60.00 depending on the size of the car. This fee is normally paid at the time you purchase the car.

Driver’s License:

Each driver is required to have a valid driver’s license at all times when driving. The easiest way to meet this requirement is to bring your valid Drivers License from your home country. Getting a Rhode Island drivers license is a lengthy and costly process.

V. Medical/Dental Information

Excellent medical and dental care is readily available in the United States. Naval Health Clinic New England (NHCNE) provides outpatient care to military members, and, to a certain extent, their family members. There are also several fine civilian clinics and a major civilian hospital in the area. Numerous civilian doctors and dentists practice in the local Newport area.

Entitlement to Treatment

Medical care from a military medical facility is not always without cost. Medical entitlements vary from country to country, and private medical insurance can be very expensive. Each foreign government has entered into a bilateral agreement with the U.S. government regarding medical care of military personnel and their dependents. These agreements are different from country to country, and even change year by year. In many cases, care for known medical or dental problems could be treated in your own country at less personal expense than in the United States. Read this section on Medical Information carefully, and ask questions of your embassy to ensure you have complete answers BEFORE you leave your country.

The ITO is the only authority for receiving medical entitlements, so it is important for the student to understand the provisions of his/her own ITO. Block 12b of the ITO lists the medical entitlement of the student as well as the entitlement of authorized dependents.

Dependents

Dependents must be authorized to accompany you and listed on your ITO. Dependents cannot be authorized on the ITO without health care coverage. Lack of health insurance coverage for dependents revealed at any time during training, could result in the student's removal from scheduled training and return to country. As used in this section, the term "dependent" is a person who bears one of the following relationships to the military member:

- (1) A spouse
- (2) An unmarried child, including an adopted or stepchild, who is dependent on the military member for over one-half of his or her support and who either,
 - (a) Has not passed his or her twenty-first birthday; or

- (b) Is incapable of self-support due to a physical or mental incapacity that existed prior to his or her reaching the age of twenty-one; or
- (c) Has not passed his or her twenty-third birthday and is enrolled in a full-time course of study in an accredited institution of higher learning.

Treatment

International Military Students

Medical treatment at NHCNE for NCC and NSC officers is available following the same guidelines that apply to United States Officers.

Dental services are limited and even routine care can be curtailed at times. Dental service for students is limited strictly to **emergencies only**, and the only treatment that can be provided is that required to deal with the emergency. All students should ensure that all routine dental care for themselves and their families is obtained in your country.

Dependents

Authorized dependents are entitled to treatment at NHCNE on the same basis as U.S. military dependents.

Dental services for family members of international students, just like U.S. dependents, are limited to **emergencies only**, and the only treatment that can be provided is that required to deal with the emergency (i.e., pain management). All routine and follow-up care (tooth extraction, cavity fillings, and cleanings) must be obtained through a civilian dentist. All bills for dental service for family members will be paid in accordance with the ITO.

Payment for Treatment/Medical Insurance for Family Members

Dependents cannot be authorized on the ITO without health care coverage. Private medical insurance can be very difficult to obtain in the United States. There are several companies known to offer health insurance policies to international travelers and students; however, these policies are usually expensive, and generally do not provide comprehensive coverage for many cases. Students must purchase international health care coverage for a twelve-month period before arriving in the United States. Be aware, for patients with no health or medical coverage, a simple visit to the hospital emergency room could leave you paying a bill upwards of \$1,000 to \$50,000 or more.

Typical private insurance costs in the United States:

Premium: The premium is the monthly cost of the insurance and could be about \$200–\$500 per month per person.

V. Medical/Dental Information

Deductible: The deductible is the amount of medical expenses you must pay before the insurance company will begin to make payments. The lower the deductible amount, the higher the premium will be. A typical deductible amount would be \$250 to \$2500.

Copayments: After the deductible amount has been satisfied, often the insured is responsible for copayments. The insurance company will pay 80 percent, and you would pay 20 percent of the medical expenses up to a stated amount. Beyond that, the insurance company will pay 100 percent up to the limits of the policy.

Pregnancies

If you arrive in Newport with a pregnant dependent, or she becomes pregnant while you are here, it is important to immediately determine who bears the responsibility for payment of prenatal care and delivery. Having a baby in the United States is extremely expensive—costs can run as high as \$15,000.00 to \$25,000.00. In most cases, medical insurance will not cover the costs of delivering a baby unless you have had the insurance for more than one year. If your ITO does not specifically state that your country will pay for the delivery, you will be paying out of your own pocket.

The best time to ask health insurance questions is before you leave your country. It may be possible for your embassy in the United States to add you to their group insurance plan with a U.S. company, and in some cases, even pay for the coverage.

Enrollment Documents Required

The Newport area has virtually every type of school—public (government supported, no tuition charge), private (relatively high tuition), and parochial (church supported), all available for enrollment of your children. Because many private and parochial schools have waiting lists, if you wish to enroll your children in other than a public school, inform your sponsor as soon as possible. Almost all children of past international students have attended the public schools and have found them satisfactory. There is sufficient time for you to enroll your children in a public school after arrival in Newport.

A child must be five years old on or before 01 September 2010 to enroll in kindergarten at a public school. No exceptions to this date. Only your own children or those under your legal guardianship may attend public schools. Certain documents are required before a child can be enrolled—public, private, and parochial:

- a record of the child's grades in his home school
- a birth date certification (usually contained in passports, if you don't have a separate birth certificate)
- A record of all immunizations that your child received.

Immunizations

Immunizations should be obtained prior to arrival in the United States and recorded, with the date received, in an International Immunization Record (shot card) for your child. Some countries may not have an International Immunization Record. In that case, use the blank record of an immunization form in Appendix D. It is important that some sort of record of immunizations be brought for each school-age child, because without it, a child can be denied admission to a public school. The immunization record is not valid unless a date is indicated for each immunization. If you cannot obtain a particular immunization in your country, the child can be immunized at the NHCNE in Newport or by a local doctor.

Refer to Appendix D for the immunizations that are required by Rhode Island law for admission to any school within the state.

Physical Examinations

Physical examinations are required for all new students in the public schools within six months of entering school. These examinations may be scheduled during September and October, after you get settled. Your child may have the examination before leaving your country as long as it is completed within six months of entering school in Rhode Island. A Record of Examination form for use by your physician is included in Appendix D and facilitates acceptance of the examination by the school system. It is strongly recommended that your children get their physical examinations prior to leaving your country. If your child requires a physical after arriving in the United States, and your ITO states that you must pay medical expenses for dependents, it may cost as much as \$135 for the doctor visit and as much as \$34 per immunization.

School Activities

Most students integrate very quickly with the local students, many of whom are also from Navy families. One of the best ways to integrate quickly in a new foreign school is to participate in after school-activities. The number of activities depends on the level of school, whether it is elementary, middle, or high school. All schools run different academic and sports programs all year round. A short list of activities includes:

Cross Country	Chess Club
Soccer	Mathematics Club
American Football	Drama Club
Track events	After School Choir
Basketball	Band

In Summary

It is difficult to predict how your children will adjust to our school environment, particularly if English is not their first language. Some parents augment the educational program with correspondence courses brought from home. Others have their child repeat the class upon return to their home countries. On the other hand, most students pick up the English language very fast and tend to speak better than the parents within three months. All tend to agree that the experience of living in the United States for one year is worth the inconvenience.

VII. Questions?

This pamphlet could not hope to answer all the questions you might have. As you prepare to attend the Naval War College, there will undoubtedly be additional questions that are not answered in this booklet. It is hoped that this booklet will help you prepare for your journey to the United States. If you have any additional questions, please do not hesitate to call or write to the Naval War College or your sponsor, once you have been assigned one. We look forward to your arrival. Have a safe and pleasant journey.

APPENDIXES

- A. Calendar of Events**
- B. Important Phone Numbers**
- C. Pre-departure Checklist**
- D. Medical Forms**
- E. Student Forms**
- F. Maps**

APPENDIX A

Calendar of Events ***Academic Year 2012–2013:***

Naval Command College Class of 2012

[NCC 2013 Calendar \(2 Apr 2012\)\[1\].pdf](#)

Naval Staff College Class of 2012

APPENDIX B

IMPORTANT PHONE NUMBERS DSN PREFIX: 841-

Support Director	(401) 841-6531
International Military Student Officer (IMSO)	(401) 841-4782
IMSO Fax	(401) 841-6469
Naval Command College	(401) 841-3741 (401) 841-6530
Naval Staff College	(401) 841-2010 (401) 841-3460
<u>Home Page:</u>	Naval Command College www.usnwc.edu Naval Staff College www.usnwc.edu
<u>E-mail addresses:</u>	Naval Command College ncc@usnwc.edu Naval Staff College nsc1@usnwc.edu
Naval War College Quarterdeck	(401) 841-1310
Combined Bachelor's Quarters (CBQ) Front Desk	(401) 841-7900
Family Child Care Center Naval Station	(401) 841-6225
Naval Station Newport Quarterdeck/Duty Officer	(401) 841-3456/3457
Navy Lodge Reservations / Front Desk	(401) 849-4500
Medical Assistance	
	NHCNE (Info) (401) 841-3771
	NHCNE Care Plus (401) 841-1200
	Ambulance 911
	Newport Hospital (401) 846-6400

ADDITIONAL HELPFUL PHONE NUMBERS

Banks	Navy Federal Credit Union	(800) 842-6328
	Bank of Newport	(401) 845-2265
	Citizens Bank	(401) 456-7000
Hotels	Newport Marriott	(401) 849-1000
	Howard Johnson's Inn	(401) 849-2000
	West Main Lodge	(401) 849-2718
Taxi Cab	Orange Cab	(401) 841-0030
	Cozy Cab	(401) 846-2500
	Rainbow Cab	(401) 849-8294
	Navy Commissary Store	(401) 841-2111
	Navy Exchange	(401) 841-1399
State of RI Motor Vehicles Division		(401) 846-5450

APPENDIX C

PREDEPARTURE CHECKLIST

The following list is provided for your use in preparing for your trip to Newport.

1. Contact with U.S. military representative: Have you established initial contact with this officer at the U.S. embassy in your country for briefings and issue of Invitational Travel Orders?
2. Passports and Visas
 - a. Do you and your dependents have passports that are valid throughout the entire length of your visit?
 - b. Are the visas good throughout the visit?
 - c. Do you have A-2 status, a Visa stamped: D/S, and Multiply Entry?
 - d. If bringing domestic help (nanny or au pair) do they have A-3 status, D/S, and multiple entries?
3. Invitational Travel Orders
 - a. Do you have the original Orders and 3 copies of the ITO?
 - b. Have you had the ITOs thoroughly explained to you by the Navy Representative?
 - c. Are all blocks filled out properly?
 - d. Did you fax a copy of your ITO to the Naval War College IMSO: Fax number (401) 841-6469?
4. NWC Enrollment: Have you completed the following and forwarded them to the NWC IMSO?
 - a. Student Enrollment Form (See Appendix E-1.)
 - B. Base Housing Application if applicable (See page IV-3 and Appendix E.)
5. Biography: Has it been sent or do you have a copy to bring with you?
6. Sponsor
 - a. Have you contacted the NWC IMSO for the contact information of your sponsor?
 - b. Have you corresponded with your sponsor?
 - c. Have you provided your sponsor with your personal desires in regard to housing, automobile, arrival date and time, etc.?
7. Travel Information

- a. Have you confirmed travel reservations to Providence, Rhode Island?
- b. Is your country representative aware of your travel itinerary?
- c. Is your sponsor also aware?
- d. Is your arrival arranged so that you will arrive in Newport no later than 22 July?

8. Personal Shipments

- a. Have you arranged to have a summer uniform with you?
- b. Have you arranged to have winter and formal uniforms sent to Newport? (You will need your Service dress blue jacket equivalent for a photo during your first week in Newport.)
- c. Have you arranged shipment of personal goods through a freight forwarder with offices in Boston or New York?
- d. Is the freight forwarder licensed to do business as a Customs House Broker?
- e. Do you have your Bill-of-Lading for each shipment?

9. Pay: Have you made arrangements to have your pay forwarded to you at the Naval War College?

10. Personal Expenses: Have you brought sufficient funds to cover initial costs upon arrival in Newport? This includes lodging, meals, and incidentals.

11. Drivers License: Have you obtained a Drivers License from your country?

12. Mail: Have you made arrangements to have your mail forwarded to Newport?

13. Medical

- a. Do you have a thorough understanding of the limits of medical care provided by the U.S. Navy, as contained in your ITO and as briefed by the Navy representative in your country?
- b. Do you have medical coverage for your dependents through your Navy or through an insurance program? This must include pregnancy insurance for your spouse.
- c. Does your ITO authorize all billing to be sent directly to your government?
- d. Do you have a medical history of yourself and your dependents?
- e. Do you have a record of immunizations for yourself and your dependents?
- f. Are dates of immunizations for your children written on the immunization sheet (month/day/year)?

IV. Finances

14. School Enrollment

a. Do you have documentation for dependents to support the following?

- | | |
|--------------------------|---------------------------------|
| (1) Child's age | (3) Child's educational record |
| (2) Child's immunization | (4) Child's medical examination |

15. Country References

a. Have you obtained slides, transparencies, photos, posters, etc., of your Navy and country?

b. Do you, your spouse, and your children (if desired) have traditional national dress that you may want to wear at the International Night (NSC), International Show of Dress (NCC), or during show-and-tell events at your child's school?

APPENDIX D

MEDICAL FORMS

<http://www.health.ri.gov/publications/requirements/SummaryDaycarePreschoolAn>

IV. Finances

RHODE ISLAND PUBLIC SCHOOLS PHYSICAL EXAMINATION—IMMUNIZATION RECORD

Dear Parent,

Every student entering a public or non-public school in this State for the first time shall have a complete medical history and physical examination done. Physical examinations shall be repeated in grade four and grade seven.

Child's Name _____ Birthdate _____ Sex _____

Address _____ School _____ Grade _____

Doctor's
Name _____ Address _____

THIS SECTION TO BE COMPLETED BY HEALTH PROFESSIONAL

Height _____ Weight _____ B.P. _____ Femoral Pulse _____

Eyes _____ Glasses/Contacts: Yes _____ No _____ Abdomen: Hernia Yes _____ No _____

Ears _____ Orthopedic _____

Nose _____ Scoliosis: Negative _____ Positive _____

Tonsils _____ Nervous System _____

Glands: Cervical _____ Thyroid _____ Skin _____

Heart: Murmurs: Functional _____ Organic _____ None _____

Lungs _____ Speech _____

Serious Illness, Injuries, or Operation: _____

Ability to participate in Physical Education: _____

Allergies: _____

Regular, continuing long term medication: Yes _____ No _____

Name of medication, dosage, frequency _____

IMMUNIZATIONS REQUIRED BY RHODE ISLAND STATE LAW

	Month/Day/Year	Month/Day/Year	Month/Day/Year	Month/Day/Year	Month/Day/Year
DTP/DTaP					
Td					
Polio					XXXXXXXXXX
MMR			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
HIB				XXXXXXXXXX	XXXXXXXXXX
HepBV				XXXXXXXXXX	XXXXXXXXXX
Varicella		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX

Documented Chicken Pox: Date _____

Lead Screening: Date _____ Normal _____ Elevated _____

TB: Date _____ Type _____ mm. Induration _____

Other _____

Signature of Examiner

Date

SUMMARY OF RHODE ISLAND IMMUNIZATION REQUIREMENTS AND EXEMPTIONS

2012–2013 ENTRY REQUIREMENTS					
VACCINE	School GRADE Level	TOTAL # OF DOSES	MINIMUM AGE FOR FIRST DOSE	MINIMUM INTERVALS (BETWEEN DOSES)	
DTP/Dap (Diphtheria, Tetanus, & Pertussis)	All	5 or 4 (4 doses only if 4th dose after age 4)	6 Weeks	<i>Dose #1, 2, 3</i> <i>Dose #4</i>	4 weeks between each dose 6 months after #3
Td (Tetanus & Diphtheria)	All	3	7 Years	<i>Dose #1, 2</i> <i>Dose #3</i>	4 weeks between each dose 6 months after #2
POLIO – OPV (Oral Poliovirus)	All	4 or 3 (3 doses only if 3rd dose after age 4)	6 Weeks	<i>Dose #1, 2, 3</i>	4 weeks between each dose
POLIO – OPV (Inactivated Poliovirus)	All	4 or 3 (3 doses only if 3rd dose after age 4)	6 Weeks	<i>Dose #1, 2</i> <i>Dose #3</i>	4 weeks between each dose 6 months after #2
MMR (Measles, Mumps, & Rubella)	All	2	12 Months (On or after 1st birthday)	<i>Dose #1, 2</i>	1 month
Hepatitis B	K-4, 7-10	3		<i>Dose #1, 2</i> <i>Dose #3</i>	1 month 6 months after #2
Varicella Vaccine (Chicken Pox)	K-4, 7-10	(Vaccine or note from Doctor with date of infection)			

EXEMPTIONS	
TYPE	DEFINITION
MEDICAL	A licensed physician signs a medical exemption stating the student is exempt from a specific vaccine because of medical reasons in accordance with: <ul style="list-style-type: none"> • ACIP guidelines, AAP guidelines, or vaccine package insert instructions, or • Laboratory confirmation of disease.
RELIGIOUS	A parent or guardian completes and signs the <i>Immunization Exemption Form</i> on the grounds of religious beliefs.
TEMPORARY	The administrative head of the school or his/her designee signs a <i>Temporary Exemption Form</i> indicating that there is evidence of a scheduled appointment with a health care provider for the required immunization(s). This temporary exemption will expire on the date of the scheduled appointment.



District:
Grade:
School:

RHODE ISLAND DEPARTMENT OF HEALTH IMMUNIZATION EXEMPTION FORM

Student Name:

Address:

Phone:

I. Medical Exemption

The above named child is exempt from receiving the following vaccine(s) due to the medical contraindication listed below. This child's contraindication(s) is in accordance with the Advisory Committee on Immunization Practices (ACIP) guidelines, American Academy of Pediatrics (AAP) guidelines, or vaccine package insert instructions.

☐ DTaP/DTP ☐ DT ☐ Td ☐ Hib ☐ Hepatitis B ☐ IPV ☐ OPV ☐ MMR ☐ Varicella ☐ Other

Permanent Contraindications: (Check where applicable)

- ☐ History of anaphylactic or anaphylactoid-like reaction to a prior dose of the vaccine or a vaccine component.
- ☐ Previous encephalopathy within 7 days after DTaP/DTP.
- ☐ Undiagnosed progressive neurologic problem after DTaP/DTP.
- ☐ Previous history of $T \geq 105^\circ\text{F}$ (40.5°C) within 48 hours after DTaP/DTP.
- ☐ Previous continuous crying lasting 3 or more hours within 48 hours after DTaP/DTP.
- ☐ Previous convulsion within 3 days after immunization after DTaP/DTP.
- ☐ Previous pale or limp episode, or collapse within 48 hours after DTaP/DTP.
- ☐ Other _____

Temporary Contraindications: (Check where applicable)

- ☐ Moderate or severe acute illness with or without fever.
- ☐ Student is pregnant.
- ☐ Student is immunocompromised.
- ☐ Blood products or immunoglobulin administered during the past 11 months.
- ☐ Other _____

Expiration date: ____/____/____

Date

Physician Signature

II. Religious Exemption

I object to having my child receive the required vaccines because of my religious beliefs. I understand that in the event of any vaccine-preventable disease outbreak which may occur in the school, my child would be excluded for the duration of the outbreak, or until the required vaccinations are obtained.

Date

Parent/Guardian Signature

Date

Administrative Head of School or Designee Signature

White. School
Yellow. Parent
Pink. RI Department of Health

APPENDIX E
STUDENT FORMS

NAVAL STAFF COLLEGE/NAVAL COMMAND COLLEGE

Student Enrollment Information

<i>Class Convening Date</i> (Month/Year)	<i>NSC / NCC</i> (Circle one)	<i>Country</i>	
<i>I. Student Information</i>			
<i>Full Name on Passport</i>			
<i>Preferred First Name</i>			
<i>Preferred Last Name</i>			
<i>Nickname</i>			
<i>Current Address in-country</i>			
<i>Current E-mail address In-Country</i>			
<i>Current Phone Number In-Country</i>			
<i>II. Military Information</i>			
<i>Present Rank</i>			
<i>Date of Present Rank</i>			
<i>Source of Commission and year</i>			
<i>Military Specialty</i> (Surface Warfare, Aviation, Communications, etc.)			
<i>Secondary Specialty or Areas of Additional Experience</i>			
<i>Previous 3 Assignments</i>	<i>Location</i>	<i>Title</i>	<i>Dates</i>
1.			
2.			
3.			
<i>Official Name of Your Country's Navy</i>			

<i>III. Military Service Schools (list military-related professional schools)</i>	
<i>School</i>	<i>Date of Graduation</i>
1.	
2.	
3.	

IV. Finances

For NCC students: if you are a Naval Staff College alumnus, what class number (or year) did you attend NSC?	
---	--

IV. Education (list military academies, universities, US schools)		
<i>Institution</i>	<i>Date of Graduation</i>	<i>Degree</i>
1.		
2.		
3.		

V. Security Information	
<i>Date of Birth</i>	
<i>Place of Birth</i>	
<i>Passport Number</i>	

VI. Family Members (Complete this section only if your family will be joining you for some or all of the course)		
<i>Spouse's Name (first, last)</i> <i>(Include Nickname if Applicable) and Birth Date</i>		
<i>Children's Names</i>	<i>Sex</i>	<i>Birthdate</i>
1.		
2.		
3.		
4.		
<i>Will your family be with you the entire course?</i>		
<i>If not, list dates that spouse and children will reside in Newport.</i>		
<i>Do you desire government housing?</i>		
<i>Do your family members have medical insurance coverage including pregnancy insurance?</i>		

VII. Other Information	
<i>Military or Naval Attaché Name</i>	
<i>Military or Naval Attaché Phone Number</i>	
<i>English Comprehension Exam Date</i>	
<i>Date of National or Independence Day Celebration</i>	
<i>Hobbies</i>	
<i>Dietary Restrictions?</i>	

VIII. Arrival Information	
Date of Arrival	
Flight Information (airport, airline, flight number and time of arrival)	
If you will be arriving by other means, please describe	

IX. Post-Arrival Information (to be completed upon arrival in Newport)	
SSN (ID Card)	
Local Address	
Local Phone Number (include CBH extension)	

Return this form as soon as possible after designation to attend the Naval Command College or the Naval Staff College.

	NCC:	NSC:
Mail to:	Naval Command College (IH) 686 Cushing Road Newport, RI 02841	Naval Staff College (IJ) 686 Cushing Road Newport, RI 02841
Fax:	(401) 841-6469	(401) 841-6469
E-mail:	ncc@usnwc.edu	Nsc1@usnwc.edu

Complete circled items only and fax to (401) 841-6469

APPLICATION FOR ASSIGNMENT TO HOUSING				1. TYPE SERVICE DESIRED <i>(X one or both)</i>	
SECTION I					
2. NAME					
6. ADDRESS <i>(Street, City, State, Zip Code)</i>		7. TELEPHONE NUMBER		8. STATUS OF APPLICANT <i>(X one)</i>	
		a. HOME <i>(Area Code)</i>	b. DUTY <i>(DSN)</i>	a. MILITARY MEMBER	c. CIVILIAN
				b. MILITARY SPOUSE	d. FOREIGN NATIONAL
		9. MARITAL STATUS		10. I AM SEPARATED FROM MY DEPENDENTS <i>(X one)</i>	
				a. VOLUNTARILY	b. INVOLUNTARILY
11. I REQUEST HOUSING FOR <i>(X one)</i>		SECTION II - MILITARY CAREER INFORMATION <i>(Civilians skip to Item 15.)</i>			
a. SELF ONLY		b. SELF AND DEPENDENTS		14. DATES <i>(Enter in YYMMDD order)</i>	
12. INSTALLATION/ORGANIZATION TRANSFERRED FROM				MILITARY APPLICANT	MILITARY SPOUSE
		a. EFFECTIVE RANK/RATE DATE			
		b. ACTIVE DUTY SERVICE COMPUTATION			
13. INSTALLATION/ORGANIZATION TRANSFERRED TO		c. TIME REMAINING ON ACTIVE DUTY			
		d. EFFECTIVE CHANGE IN DUTY STATION			
		e. REPORT DATE			
		f. ESTIMATED FAMILY ARRIVAL DATE			
SECTION III - DEPENDENT DATA					
15. DEPENDENTS RESIDING WITH ME <i>(If more space is needed, continue on plain paper.)</i>					
a. NAME <i>(Last, First, Middle Initial)</i>		b. DATE OF BIRTH <i>(YYMMDD)</i>	c. SEX	d. RELATIONSHIP	e. REMARKS <i>(Handicap, health problems, expected additions to family, etc.)</i>
SECTION IV - HOUSING DATA					
16. COMMUNITY HOUSING DESIRED <i>(X as applicable)</i>					
a. PURCHASE HOUSE		d. RENT HOUSE		g. RENT MOBILE HOME SPACE	
b. PURCHASE CONDOMINIUM		e. RENT APARTMENT		h. SHARE	
c. PURCHASE MOBILE HOME		f. RENT MOBILE HOME		i. RENT ROOM	
				j. ROOM AND BOARD	
				k. SUBLET	
				l. TRANSIENT	
17. AMENITIES DESIRED <i>(X as applicable. Write number in d. and e.)</i>		18. DATE HOUSING NEEDED <i>(YYMMDD)</i>		19. PRICE RANGE <i>(Community Housing)</i>	
a. FURNISHED		e. NO. BATHS			
b. UNFURNISHED		f. PETS <i>(Allowed)</i>			
c. AIR CONDITIONING		g. OTHER <i>(Explain)</i>		20. LOCATION PREFERENCE <i>(Community Housing)</i>	
d. NO. BEDROOMS					
21. REMARKS					
**Pets: Please list type (dog or cat) and number of each _____					
22. SIGNATURE OF APPLICANT					23. DATE SUBMITTED <i>(YYMMDD)</i>
SECTION V - DISPOSITION <i>(To be completed by the Housing Office.)</i>					
24. MILITARY HOUSING					
a. APPLICATION RECEIVED <i>(YYMMDD and time)</i>		b. APPLICATION EFFECTIVE <i>(YYMMDD)</i>		c. DD FORM 1747 PROVIDED <i>(YYMMDD)</i>	
d. HOUSING AVAILABILITY <i>(Boxes Indicated on DD Form 1747)</i>					
e. APPLICANT PLACED ON WAITING LIST		f. EFFECTIVE PLACEMENT <i>(YYMMDD)</i>		g. BEDROOMS REQUIRED	
				h. DATE UNIT ASSIGNED <i>(YYMMDD)</i>	
SECTION VI - HOUSING REFERRAL CERTIFICATE					
On this date I have received a listing of the housing restrictions approved by the Installation Commander, and I will not reside in any property on the restricted list. I have been briefed on (1) the services provided; (2) the opportunity to appeal; and (3) the nondiscrimination policy.			In addition, if any facility refuses to rent or sell to me or I have reason to believe I am being discriminated against, I will promptly notify the Housing Office.		
			NED		

APPENDIX F

MAPS

