

NAVAL WAR COLLEGE INTERNATIONAL OFFICER



STUDENT INFORMATION GUIDE

FOREWORD

This publication is for use by the international officers who are scheduled to attend the Naval Command College, Naval Staff College, Maritime Security and Governance Staff Course, and the International Maritime Staff Operators Course. Its purpose is to answer some of the specific questions that you and your family may have prior to your arrival in Newport. Specific information about academics, courses and other activities throughout the year can be found on the United States Naval War College (USNWC) website or provided during the orientation immediately after arrival.

Please read this publication 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 Programs Office

U.S. Naval War College

686 Cushing Road

Newport, Rhode Island 02841-1207

U.S.A.

Email: IMSO@usnwc.edu

Telephone: IMSO (401) 856-5207

Please visit the USNWC International Programs website at: <https://usnwc.edu/Faculty-and-Departments/Academic-Departments/International-Programs-Department>

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

Welcome Aboard!

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About the Naval War College

The Naval War College (NWC), located in Newport, Rhode Island, conducts six 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 four programs. The Naval Command College (NCC) for senior international officers (Commanders and Captains), the Naval Staff College (NSC) for mid-career officers (senior Lieutenant Commanders and junior Commanders), the Maritime Security and Governance Staff Course (MSGSC) and the International Maritime Staff Operators Course (IMSOC), both for mid-career officers.



Figure 1: Luce Hall at the Naval War College

The Curriculum

More information regarding the specific curriculum of each program can be found on the NWC website (www.usnwc.edu). NCC and NSC operate on a trimester academic year. While MSGSC and IMSOC operate outside of the trimester academic year. All

programs include a brief but vital orientation period that precedes academic classes. Regardless of the program, the primary teaching method is by seminar supported by reading, research, case studies, and lectures. Resident faculty and visiting lectures are used, but formal lectures are held to a minimum. Seminars are small (12-15 students) 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, students come away from these courses with a broader understanding and respect for national security issues.

Orientation

Orientation is for the officers and some sessions may include your 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.

Daily Routine

Classes are held Monday through Friday, usually beginning at 0830 and completing by mid-afternoon. Some of the Fridays are reserved for individual student preparation time for writing papers or completing required reading assignments. The official class schedule will be posted on a class calendar in Outlook 365 which will be accessible once you receive your email account after you arrive or via your personal email account for the IMSOC students.

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.

Field Studies Program Visits

Field Studies Program trips (FSPs) are scheduled throughout the year to further the officers' knowledge concerning U.S. organizations, government institutions and the American way of life. They provide an opportunity to meet civilian and military leaders and see the differences in how people work and live in different areas of the country. 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. The number and duration of trips will depend on the course, typically they last from five days to 10 days. There will be several one-day trips as well. An FSP schedule will be promulgated by each course during orientation.

Social Activities

You can expect to have a busy social life while at the Naval War College. You will attend several 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 (NSC and NCC students)

Most officers go through some degree of language training prior to attending the Naval 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.

Sponsors

So how are you expected to find a place to live, 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 from the local Newport area who

volunteer to host an international student and their family for the duration of your course. Military sponsors are officers stationed here in the local area. 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.

Due to the short course length, IMSOC students are not assigned a sponsor. Should IMSOC students find they need assistance typically provided by a sponsor, they should contact the IMSO.

Country Presentation Programs (NSC 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. 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 December recess, then authorization from your headquarters or attaché is required. Leave, either before or after the course, 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
Your Course (NCC, NSC, MSGSC, or IMSOC)
686 Cushing Road
Newport, RI 02841-1207
USA

A Naval War College e-mail address will be assigned to each student, except for those in IMSOC, for their use while at the Naval War College. It is required that you will arrive with your own laptop. Your laptop will need to have the most up-to-date version of Microsoft Windows or Mac OS and a webcam for virtual classes and meetings. You will have access to the Outlook 365 suite of programs and will receive licenses to download it to your computer. NWC has Wi-Fi throughout the campus which you will have access to. International Programs (IP) has a limited number of laptops available to use if something happens to your personal laptop. These computers are for official use only and are subject to U.S. Navy regulations regarding government-owned computers. Wi-Fi is also provided free of charge at the Navy Gateway Inn and Suites (NGIS) and the Navy Lodge. If you are living in Balfour Beatty Communities (BBC) housing or renting a private home out in town, you will have to pay for internet service.

Preparations for the Move – What to Bring

A predeparture check list can be found in Appendix A. Please use this document to assist you as you begin to prepare for your arrival at the Naval War College.

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). 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. Due to the short nature of IMSOC, family members are not permitted to join the International Military Student (IMS) during their stay at NWC.

When you enter the United States, the immigration official who examines your passport and visa will generate an electronic I-94 record. You will not be provided a paper copy of your I-94 record. If you require a paper version of your I-94, it is available at www.cbp.gov/I94.

Other relatives not listed on your Invitational Travel Order (mother, father, brother, sister) and non-family members with you will need to obtain a “B-1” or “B-2” visa, which are tourist visas. Typically, B-1 and B-2 visas will require departure from the United States six months after the date of entry. This departure date may be extended if you file for extension before it expires. However, the passport must be valid for six months beyond the new departure date to be considered for extension. The fee for this extension is approximately \$455.00. To learn more about obtaining a B-1 or B-2 visa for persons other than those listed on your Invitational Travel Orders (ITO), see the U.S. Embassy or Consulate in your country.

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, including

immunizations, and school records are required for registering in public and private schools. Details of school medical requirements are explained in the “School System for Children” section of this document. In general, if you think you might need the record for the year in your own country, bring it.

Invitational Travel Orders

The designated U.S. Security Cooperation Officer (SCO) in your country will issue Invitational Travel Orders (ITO) to you. You need the original and 3 copies of your ITO when you report to the Naval War College. Ensure all items on your ITO are completed correctly by the SCO before leaving your country.

Make Sure:

- All family members are listed in the “Conditions” section of your ITO by name. This is required for them to receive an Identification Card once you arrive in Newport.
- The report and end dates are correct, confirm these dates with the IMSO.
- The Visa codes are appropriately marked as described above for all dependents.
- **Medical Coverage is completely understood by you and your spouse.** Remember YOU are the IMS (International Military Student). If the ITO states so, the medical costs are the responsibility of the IMS; make sure you have medical insurance coverage. This is covered in more detail in the “Medical and Dental Information” section of this document.

IMS Survey and Biography

You will receive a link to an electronic survey that requests personal and professional information needed to build an academic record for you at NWC. Please ensure the survey is completed in a timely manner with as much information as possible.

You will be required to provide a military biography, which highlights your professional accomplishments as well as document a few personal details. If you have an official photo in uniform of your head and shoulders, please provide that as well.

Please provide your biography and photo, if available, in a PDF file. The following is a template and example of the biography for you to follow.



Biography Template

Name

Rank (Name) is a member of the (Nation) Navy, Coast Guard, Service. He/She/They is/are a graduate of (Name of College(s)). He/She/They was/were commissioned in (year) and serves as (warfare designation, i.e., Surface Warfare Officer, Submariner, Naval Aviator, etc.). He/She/They most recently served as (name of job title and organization). His/Her/Their additional tours include (list a couple of your most important tours; include your position and command).

Education

M.S.

B.S.

Biography Example



Haruki Yagi

CDR Haruki Yagi is a member of the Japan Maritime Self-Defense Force (JMSDF). He received his commission upon graduation from the Naval Academy Etajima in 2010. Upon completion of training, he was designated as a Surface Warfare Officer. Prior to the United States Naval War College, he served as the Aide to the Minister of Defense. Additional assignments include instructor at the Japanese Maritime and Staff College in Tokyo, Operations Officer for Combined Task Force 151 in support of counter-piracy, and Commanding Officer of JS Asahi (DD-119).

Education

M.A. International Relations, National Defense Academy

B.A. Mechanical Engineering, Naval Academy Etajima

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 5 to 30 degrees Fahrenheit (-15 to 0 degrees Celsius). From January to March, you can expect 1 to 3 snowstorms per month. April begins to warm up, but winter effects are not 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 F (21 C). 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 F (22–30 C). 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.

Clothing

The primary dress code while attending academic classes and most evening functions is business casual civilian attire. There are several optional formal functions, for which you may wish to wear your formal dress uniform. However, there is no requirement to bring this uniform. Additionally, the dress code for most FSP events is professional civilian attire. The following table may assist you in understanding the dress code differences regarding both uniform and civilian attire.

	Uniform Attire	Civilian Attire
Formal	Dinner/mess dress jacket	Black tie/tuxedo
Professional (Graduation)	Service Dress Blues (October – April) or Service Dress Whites (May – September)	Coat, dress shirt, tie, dress slacks, dress shoes Dresses, skirts, or slacks with a jacket, dress shoes

Business Casual	Khaki uniform or open collared equivalent for other countries	Long sleeved dress shirt, dress slacks and shoes Dresses, skirts, or slacks, dress shoes
Casual	Navy Working Uniform (NWU), Utility uniform, such as Camouflage or Flight Suit for aviators	Collared shirt, casual slacks, casual shoes Casual dress or collared shirt and casual slacks or skirt, casual shoes (No blue jeans, shorts, or athletic shoes)
NWC Casual (FSP Travel Days)	No equivalent	Collared shirt, casual slacks, blue jeans or shorts, comfortable walking shoes
Athletic	No equivalent	T-shirts, athletic shorts, athletic shoes

Table 1: Uniform and Civilian Attire for Men and Women

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 (i.e., uniform trousers and coats without U.S. Navy insignia).

Spouse Clothing

Your spouse may find Table 1 helpful when attending events at the NWC. Typically, there is a class photo of all the spouses usually taken in traditional country dress.

Children's Clothing

Children normally dress very casually for school and their social activities. Many U.S. students wear blue jeans to school. There are a few occasions when they will want

to be more “dressed-up” than normal, such as at 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 traditional country clothing, displaying and answering questions for other students. It is not an NWC-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 year where it will be appropriate 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 competitive 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 Uniforms

Service Dress Whites	Service Dress Blues	Summer Whites	Khakis	NWU
				
				

Table 2: U.S. Navy Uniforms

Civilian Attire

Professional	Business Casual	Casual	NWC Casual	Athletic
				
				

Table 3: Civilian Attire

Financial Plans (Before Moving)

Typical Expenses for a Family of Four

Table 4 describes estimates of some of the initial costs for a family of four, as well as what to expect regarding summer housing costs in Newport from June to August. 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 “Permanent Housing” and “Automobiles” for details on those expenses.

	Average	High
Used automobile*	\$10,000	\$18,000
Automobile insurance for the first six months	\$600	\$1,200
September rent in advance	\$2,000	\$3,000
Housing damage deposit**	\$2,000	\$3,000
Renter’s Insurance for one year	\$400	\$800
Temporary housing for entire month (June – August)	\$2,800	\$5,000
August meals	\$1,500 (groceries)	\$3,000 (restaurants)
Internet for one month	\$50	\$150
Contingency (medical exams for children, dental, school clothing, etc.)	\$1,000	\$2,000
Totals	\$20,350	\$36,150
* 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.		

Table 4: Typical Costs for a Family of Four

Credit Cards

Even if you are reimbursed for your living allowances, you will need either a credit card or enough cash to pay for your initial lodging expenses in Newport. Visa, Master Card, and American Express are widely accepted credit cards 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. When selecting a credit card, look for one that charges minimal or no foreign currency transaction fees.

Shipment of Baggage and Personal Property

Your ITO reflects agreements between our governments that determine your entitlement to ship baggage or other personal property. The SCO in your country can interpret the orders as to the specific entitlement, and no attempt to generalize about those entitlements is made in this document. 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 in an unaccompanied baggage shipment that could get delayed. Be sure to add our telephone number as a point of contact (POC) (401) 856-5207.
- 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 that 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 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 act. Consult your sponsor as soon as you believe you have a claim, 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. Leave these items at home, since they may be a liability in clearing baggage through customs.

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.

For all officers, plan to report not later than the date listed in your ITO. If you decide to arrive prior to your earliest reporting date, you will have more time to find a home, but you can expect to absorb additional temporary living expenses due to the inflated costs during the tourist season in Newport.

The SCO in your country normally informs the Naval 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 Naval 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 the IMSO at the Naval War College in advance of your departure date.

If there are last-minute changes in your travel plans, the information should be sent immediately to the IMSO by either calling at 401-856-5207, or emailing IMSO@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 make every effort to inform the IMSO or other NWC staff from your designated class.

Transportation to Newport

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

Personal Travel Arrangements

We strongly recommend you fly into Rhode Island T. F. Green International Airport in Providence, Rhode Island. From Providence, automobile transportation to Newport takes less than one hour. You will be met at Rhode Island T. F. Green International Airport by either your sponsor or a representative of the Naval War College. The college cannot provide transportation from any other airport; however, we can provide transportation from the Amtrak train station in Providence. The public train, Amtrak, provides a train service from New York and Boston to Providence. Please be aware that travelling on Amtrak may be difficult if you have many bags.

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 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, which is the first Monday in September. 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 \$100 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 the IMSO immediately. If you are travelling with more than four people, you’ll need to make reservations through a civilian hotel or motel. Other types of temporary housing can be arranged by rental agents or by your sponsor.

Checking in to the Naval War College

It is NOT necessary to report in uniform. You should report to the Quinn Lecture Room in Pringle Hall for check-in. The date and time for check-in will be provided to you electronically by NWC staff. Please bring your Invitational Travel Orders and three copies, plus your passports and visas for yourself and any family members who accompanied you. After check-in, you are free until Orientation begins. A campus map can be found at the NWC website: www.usnwc.edu. Maps orienting you to the area can be found in Appendix D.

Finances

Personal Finances

Personal financial requirements will vary from person to person. Each country handles pay in a different manner, so it is not possible to provide specific guidance. However, you are highly encouraged to obtain a major credit card before departing your home country. Ensure you are aware of your credit card's foreign currency transaction fees before making purchases in the U.S. Once you arrive, you will be able to establish a bank account with the local Navy Federal Credit Union.

Typical Monthly Off-Base Living Expenses

Table 5 lists the average range of typical off-base living expenses you can expect from September to May. Please note that these expenses do not include any personal shopping or entertainment you may incur. Those expenses will vary greatly depending on your financial circumstances.

Expense	Estimated Range
Rent with utilities (electric/gas/water) *	\$1,800 - \$3,000
Internet and Phone	\$50 - \$150
Food	\$1,000 - \$2,500
Gasoline	\$120 - \$240 (or more)
Miscellaneous (cable, wardroom dues, haircuts, postage)	\$100 - \$200
Totals	\$3,070 - \$6,090
* We strongly encourage all leases to include utilities.	

Table 5: Typical Monthly Off-Base Living Expenses (September-May)

It is important that you compare pricing for various goods as the cost may vary drastically from one provider to the next. There are several companies that provide home internet services as well as mobile phone service (AT&T, Verizon, T-Mobile, Cox Cable, etc.). In some cases, when you combine home internet and mobile phone service, you can receive a discounted rate. There are many different grocery stores in the area (Stop & Shop, Shaw's, Aldi, Whole Foods, Market Basket, etc.), whose prices

and reward programs vary. You will have access to the Defense Commissary on the naval base, where prices are generally cheaper. Gasoline can be purchased on the naval base at the Navy Exchange Gas Station. The price for gasoline is usually the lowest on the naval base, but it is possible to find a lower price at other vendors. If you need to mail something internationally, there are several vendors who can assist you (United States Postal Service (USPS), United Parcel Service (UPS), Federal Express (FedEx), DHL, etc.).

Living Allowances

The cost of living in the Newport area may require special living allowances from your government. For most Foreign Military Sales (FMS) case students these allowances are paid by the home government. For some International Military Education and Training (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 off-base banks in the Newport area that will exchange international currency for a nominal fee.

Federal and State Funded Programs

Please be advised that neither you nor your family members are authorized to apply for the following: social security number, state-issued driver's license, non-emergency U.S. taxpayer provided medical or dental assistance, welfare benefits, Medicaid, Head Start, or any other federal or state funded programs. These programs are funded by citizens of the U.S. who pay taxes and are thereby afforded these benefits. As you do not pay taxes while living in the U.S., you and your family members are NOT entitled to any of these programs.

Permanent Housing

Local Rentals

Permanent housing is generally available after the Labor Day holiday, which is the first Monday in September, for about \$1,800 to more than \$3,000 per month, including utilities. Almost all families have been able to find a furnished home in the rental range of \$1,800 to \$3,000. 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 and at the Navy Relief Thrift Shop on base.

The cost of utilities, including electricity, heat, and water, should be included in the lease, there should be 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 length of your stay. 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 necessary, you can consult with the staff legal advisor. A damage deposit not exceeding 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.

Government Base Housing

The government housing is located in privatized communities run by Balfour Beatty Communities (BBC) throughout the Newport area. The houses are three- or four-bedroom units of approximately 1,200 square feet (see Figure 2 and Figure 3). Through advance coordination with the IMSO the necessary application may be completed so

that your house may be available shortly after your arrival, usually within three weeks. To request an application for housing, please email the IMSO directly.

All utility bills with the exception of your internet 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.



Figure 2: Sample Floorplan of a 3-Bedroom Home



Figure 3: Sample Floorplan of a 4-Bedroom Home

Automobiles

Purchase Cost

An automobile is generally considered to be essential for your year in Newport. Bus transportation is extremely limited, and distances make walking impractical. Most students buy a used car for their time in Newport, and some have found it necessary to buy two cars. However, be aware that the availability of used cars may fluctuate, causing the price to increase drastically when supply is low. Typically, there are used cars available for between \$10,000 and \$18,000. Cars in that price range are usually about five to eight years old with more than 75,000 miles. It all depends on what you are comfortable spending for the quality of car you need.

Purchasing a car on-line (specifically on Facebook) is not recommended. Never transfer funds to a potential seller before visually inspecting and test driving the car. Several on-line car sales sites are untrustworthy and may likely take your money without delivering a car or misrepresent the car they are selling to their advantage.

Finding a car to best meet your needs for the duration of your stay is one of the many things that your sponsor may be able to assist you with when you arrive in Newport. There are several websites that may help you estimate the market value for buying and selling a vehicle in the United States: www.edmunds.com, www.carmax.com, www.autotrader.com, www.kbb.com, etc.

Insurance, Taxes and Registration Fee

There are three additional expenses that you will have after the purchase of your car. 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.

Sales tax for your vehicle will be paid either at the dealership, or at the Department of Motor Vehicles (DMV) when you register your vehicle. You will also need

to have the local police preform a Vehicle Identification Number (VIN) check prior to registration. See your local police station to determine the price and availability of this service.

Property taxes should not be confused with sales tax. You are required to pay sales tax for your vehicle. However, you will be exempt from paying property tax if you fill out the appropriate military tax exemption form for the town in which you live. These forms must be signed by the IMSO and delivered to the Tax Assessor's office in the town in which you live before 1 June.

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 driver's license from your home country. Obtaining a Rhode Island driver's license is prohibited. Per Rhode Island General Law, TITLE 31 Motor and Other Vehicles, Chapter 31-10 Operators' and Chauffeurs' Licenses, Section 31-10-2 Paragraph 2 states:

"A nonresident who is at least sixteen (16) years of age and who has in his or her immediate possession a valid operator's license issued to him or her in his or her home state or country may operate a motor vehicle in this state only as an operator."

The TITLE 31 one-page document may be beneficial for you to carry with your country license. It can be found in Appendix B or printed on the following website:

<http://webserver.rilegislature.gov//Statutes/TITLE31/31-10/31-10-2.htm>

Car Seat Requirements for Children

By law, all children are required to be securely buckled into the appropriate seat for their age and size every time they are in the car. You can find the recommended car seat based on your child's age and size at the following website:

<https://www.nhtsa.gov/sites/nhtsa.gov/files/documents/carseat-recommendations-for-children-by-age-size.pdf>.

Medical and 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 and dental information carefully and ask questions of your SCO 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. Item 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 must be 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 your time at NWC could result in your removal from scheduled training and return to your 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 IMS 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 Dependents

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 the duration of your stay **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.

Table 6 describes the typical private insurance costs in the United States. Please note that all insurance plans require periodic premiums payments (usually on a monthly basis), and some combination of deductible and copayment. Reviewing and understanding these costs is important; you should fully understand your financial obligation when choosing the best plan for your dependents.

Type of Payment	Description	Cost
Premium	The cost you pay, usually monthly, to keep your policy in force. These must be paid in accordance with your plan for your plan to be active and your family members to receive coverage.	\$200 - \$500 per person
Deductible	The amount of medical expenses you must pay before the insurance company begins to make payments. The lower the deductible, the higher the premium will be.	\$250 - \$500 per person or an annual catastrophic cap of \$2,000 - \$5,000 per family
Copayments	After the deductible amount has been satisfied, often the insured is responsible for copayments, usually in the form of a flat fee per visit or a percentage of the cost.	Flat fee: \$10 - \$40 Percentage: 20% - 30%

Table 6: Typical Private Insurance Costs

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 \$25,000.00 to \$30,000.00 without complications. 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.

According to Defense Security Cooperation Agency (DSCA) Manual 5105.38M, Section C 10.9.6, Pregnancy Coverage; an IMS or authorized dependent without pregnancy coverage, who is found to be pregnant after arrival in the United States will be returned to her home country immediately unless the IMS' government guarantees within ten working days after notification to pay all costs associated for prenatal, childbirth and postnatal care. Failure to provide payment of associated bills by the country within 90 days after the bill is sent could affect the authorization for dependents to accompany students from that country in the future and may result in the student's removal from training.

School System for Children

It is difficult to predict how your child 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 returning to their home countries. Most students pick up the English language quickly and tend to speak better than their parents within three months. All tend to agree that the experience of living in the United States for the duration of your stay is worth the inconvenience.

Required Enrollment Documents

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 child. Because many private and parochial schools have waiting lists, if you wish to enroll your child 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. Enrollment in public school is location dependent, you will need to wait until you secure permanent housing before enrolling your child in public school. Enrollment is a fairly easy and short process, so there is sufficient time for you to enroll your child in public school after arrival in Newport.

Buses are provided, free of charge, for public school transportation. Parochial or private schools may charge a fee for transportation or rely on parents to transport the child to the school. If your child participates in after or before school activities at either public, private, or parochial schools, you will be responsible for transportation.

A child must be five years old on or before 01 September of the year you arrive in order to enroll in kindergarten at a public school. There are no exceptions to this date. Only your own child or those under your legal guardianship may attend public schools. Certain documents are required by all schools before the 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 do not have a separate birth certificate)
- A record of all immunizations that your child has 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 School Physical Form found in Appendix C. 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 by a local doctor or at the NHCNE in Newport. Regardless of the facility, there is a fee associated with each immunization, so make sure you understand these costs before scheduling immunizations for your child. Refer to Table 7 in Appendix C and the following website regarding requirements for immunization based on the age of your child:

<https://health.ri.gov/immunization/>.

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, or your child may have the examination before leaving your country if it is completed within six months of entering school in Rhode Island. A School Physical Form for use by your physician is included in Appendix C and facilitates acceptance of the examination by the school system. It is strongly recommended that your child 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 \$250 for the doctor visit and as much as \$50 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 into 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

American Football	Baseball
Basketball	Chess Club
Choir	Cross Country
Drama Club	Language Club
Mathematics Club	Orchestra / Band
Robotics Club	Soccer

Appendix A

PREDEPARTURE CHECKLIST

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

1. Contact with the designated U.S. Security Cooperation Officer (SCO) in your country: Have you established initial contact with the SCO 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 Multiple Entry?
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 SCO?
 - c. Are all items filled out properly?
4. Survey and Biography
 - a. Have you completed the electronic forms that were emailed to you by staff at NWC?
 - b. Have you provided NWC with your Biography?
5. Sponsor (excluding IMSOC)
 - a. Have you contacted the NWC IMSO for the contact information of your sponsor?
 - b. Have you corresponded with your sponsor?
 - c. Have you confirmed that your sponsor will meet you and your family at the airport or train station upon your arrival?
6. Travel Information
 - a. Have you confirmed travel reservations to Providence, Rhode Island?
 - b. Is your SCO aware of your travel itinerary?
 - c. Is your sponsor also aware?
7. Personal Shipments
 - a. Have you arranged to have the appropriate uniforms with you for the season (October-April: winter uniform / May-September: summer uniform)? You will take a photo in the seasonal dependent uniform (or equivalent) during orientation.
 - b. Have you arranged to have off-season and formal uniforms sent to 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?
8. Pay: Do you fully understand the allowances and pay you will receive from either your country or through the IMET program while at NWC?
9. Personal Expenses: Have you brought sufficient funds to cover initial costs upon arrival in Newport? This includes lodging, meals, and incidentals.

10. Driver's License: Have you and other members of your family over the age of 16 obtained a driver's license from your country?
11. Mail: Have you made arrangements to have your mail forwarded to Newport?
12. 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 SCO 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, if necessary.
 - c. Do you have a medical history of yourself and your dependents?
 - d. Do you have a record of immunizations for yourself and your dependents?
 - e. Are dates of immunizations for your children written on the immunization sheet (month/day/year)?
13. School Enrollment
- a. Do you have documentation for dependents to support the following?
 - (1) Child's age
 - (2) Child's educational record
 - (3) Child's immunization
 - (4) Child's medical examination
14. Country References
- a. Do you, your spouse, and your children (if desired) have traditional national dress that you may want to wear at specific events during your stay at NWC, or during show-and-tell events at your child's school?

Appendix B

NONRESIDENT DRIVER'S LICENSE EXEMPTION

Title 31 Motor and Other Vehicles

Chapter 10 Operators' and Chauffeurs' Licenses

R.I. Gen. Laws § 31-10-2

§ 31-10-2. Persons exempt from licensing requirements.

The following persons are exempt from the licensing requirements of this chapter:

- (1) Any employee of the United States government while operating a motor vehicle owned by or leased to the United States government and being operated on official business;
- (2) A nonresident who is at least sixteen (16) years of age and who has in his or her immediate possession a valid operator's license issued to him or her in his or her home state or country may operate a motor vehicle in this state only as an operator;
- (3) A nonresident who is at least eighteen (18) years of age and who has in his or her immediate possession a valid chauffeur's license issued to him or her in his or her home state or country may operate a motor vehicle in this state either as an operator or chauffeur. Subject to the age limits applicable to chauffeurs in this state, that license shall be accepted as a chauffeur class I license. Notwithstanding the foregoing, a nonresident must submit an application for a chauffeur class I license which must be approved before a nonresident may be employed as a chauffeur in this state;
- (4) Any nonresident who is at least eighteen (18) years of age, whose home state or country does not require the licensing of operators, may operate a motor vehicle as an operator only, for a period of not more than ninety (90) days in any calendar year, if the motor vehicle so operated is duly registered in the home state or country of that nonresident;
- (5) Any operator of any traction engine, road roller, farm tractor, crane, power shovel, well-borer, and any other road and building construction machinery and equipment, other than a truck used for the transportation of materials.

History of Section.

P.L. 1950, ch. 2595, art. 15, § 2; P.L. 1954, ch. 3323, § 1; G.L. 1956, § 31-10-2; P.L. 1962, ch. 204, § 1; P.L. 2000, ch. 273, § 1.

Appendix C

MEDICAL FORMS

The following table summarizes information found at <https://health.ri.gov/immunization/>

Vaccination Requirements for School Aged Children		
<i>Vaccine</i>	<i>School Grade Level</i>	<i>Total Number of Doses</i>
DTaP (Diphtheria, Tetanus, Pertussis)	All	5 or 4 (4 doses only if 4 th dose is after age 4)
Polio	All	4 or 3 (3 doses only if 3 rd dose after age 4)
MMR (Measles, Mumps, Rubella)	All	2
Hepatitis B	All	3
Varicella (Chicken Pox)	All	2 or statement signed by physician stating your child has a history of the disease.
HPV (Human Papillomavirus)	7-12	1
Meningococcal (Meningitis)	7-12	1
Tdap (Tetanus, Diphtheria, Pertussis)	7-12	1


Table 7: Vaccination Requirements for School Aged Children

Exemptions from immunizations fall into three categories: medical, religious, and temporary. Their definitions can be found in the following table as well as the necessary forms.

Exemptions	
<i>Type</i>	<i>Definition</i>
Medical	<p>A licensed physician signs a medical exemption stating the student is exempt from a specific vaccine because of medical reasons in accordance with:</p> <ul style="list-style-type: none"> • ACIP guidelines, AAP guidelines, or vaccine package insert instructions, or • Laboratory confirmation of disease. <p>Form: https://health.ri.gov/forms/exemption/MedicalImmunizationExemptionCertificateForSchools.pdf</p>
Religious	<p>A parent or guardian completes and signs the Religious Immunization Exemption Certificate on the grounds of religious beliefs.</p> <p>Form: https://health.ri.gov/forms/exemption/ReligiousImmunizationExemptionCertificateForSchools.pdf</p>
Temporary	<p>The administrative head of the school or his/her designee signs a Temporary Immunization Exemption Form 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.</p> <p>Form: https://health.ri.gov/forms/exemption/TemporaryImmunizationExemptionCertificateForSchools.pdf</p>

Table 8: Vaccination Exemptions and Their Definitions

The following form can be found at: <https://health.ri.gov/forms/school/Physical.pdf>

School Name & Address: Grade: _____	 STATE OF RHODE ISLAND SCHOOL PHYSICAL FORM	Health Care Provider Name and Address: Phone: _____
--	--	--

This form may substitute for any district-issued form. All districts must accept this form. General health examinations shall be documented in a standardized format with one copy available from the Rhode Island Department of Health or in any such format that captures the same fields of information (R16-21SCHO Section 8.4)

Student Name: Last	First	Middle	Date of Birth	Sex
Address: Street	Apt #	City	State	Zip Code
			Home Phone	

PLEASE COMPLETE ALL INFORMATION BELOW (May attach immunization transcript).

IMMUNIZATIONS	Please enter dates in MM/DD/YYYY format			
Hepatitis B				
Diphtheria-Tetanus-Pertussis DTaP < 7 years				
Pneumococcal Conjugate PCV				
Polio				
Haemophilus Influenzae Type B Hib				
Measles-Mumps-Rubella MMR				
Varicella			<input type="checkbox"/> Student has history of varicella disease	
Tetanus-Diphtheria-Pertussis Tdap/Td ≥ 7 years				
Rotavirus				
Hepatitis A				
Meningococcal				
HPV				
Influenza				

Medical Exemption:

☐ Hep B
 ☐ DTaP
 ☐ PCV
 ☐ Polio
 ☐ Hib
 ☐ MMR
 ☐ Varicella
 ☐ Td/Tdap
 ☐ Rotavirus
 ☐ Hep A
 ☐ Mening
 ☐ HPV
 ☐ Influenza

PHYSICAL EXAMINATION

Date of PE ____/____/____ Height _____ Weight _____ BP _____

PLEASE NOTE ANY HEALTH PROBLEM, CHRONIC HEALTH CONDITION OR DISABILITY THAT MAY AFFECT BEHAVIOR OR HEALTH AT SCHOOL:

1. ASTHMA: No ☐ Yes ☐ If yes, complete an [Asthma Action Plan](http://www.health.ri.gov/publications/actionplans/2012Asthma.pdf) (www.health.ri.gov/publications/actionplans/2012Asthma.pdf)
2. ALLERGIES: No ☐ Yes ☐ (Please explain) _____ EPINEPHRINE AUTO-INJECTOR REQUIRED: No ☐ Yes ☐
 If student has a severe allergy (food, insect, other) complete a [Food Allergy & Anaphylaxis Emergency Care Plan](http://www.foodallergy.org/document.doc?id=234) (www.foodallergy.org/document.doc?id=234)
3. DIABETES: No ☐ Yes ☐ If yes, complete a [Physicians Order Form For Students With Diabetes](http://www.health.ri.gov/forms/school/PhysicianOrdersForStudentsWithDiabetes.pdf) (www.health.ri.gov/forms/school/PhysicianOrdersForStudentsWithDiabetes.pdf)
4. OTHER: _____

Treatment Plan: _____

RESTRICTIONS: Can participate in physical education/sports: Fully ☐ With limitation ☐ _____

MEDICATION (REQUIRED AT SCHOOL): No ☒ Yes ☐ (Please list) _____

Other medication(s) that may affect behavior or health at school: _____

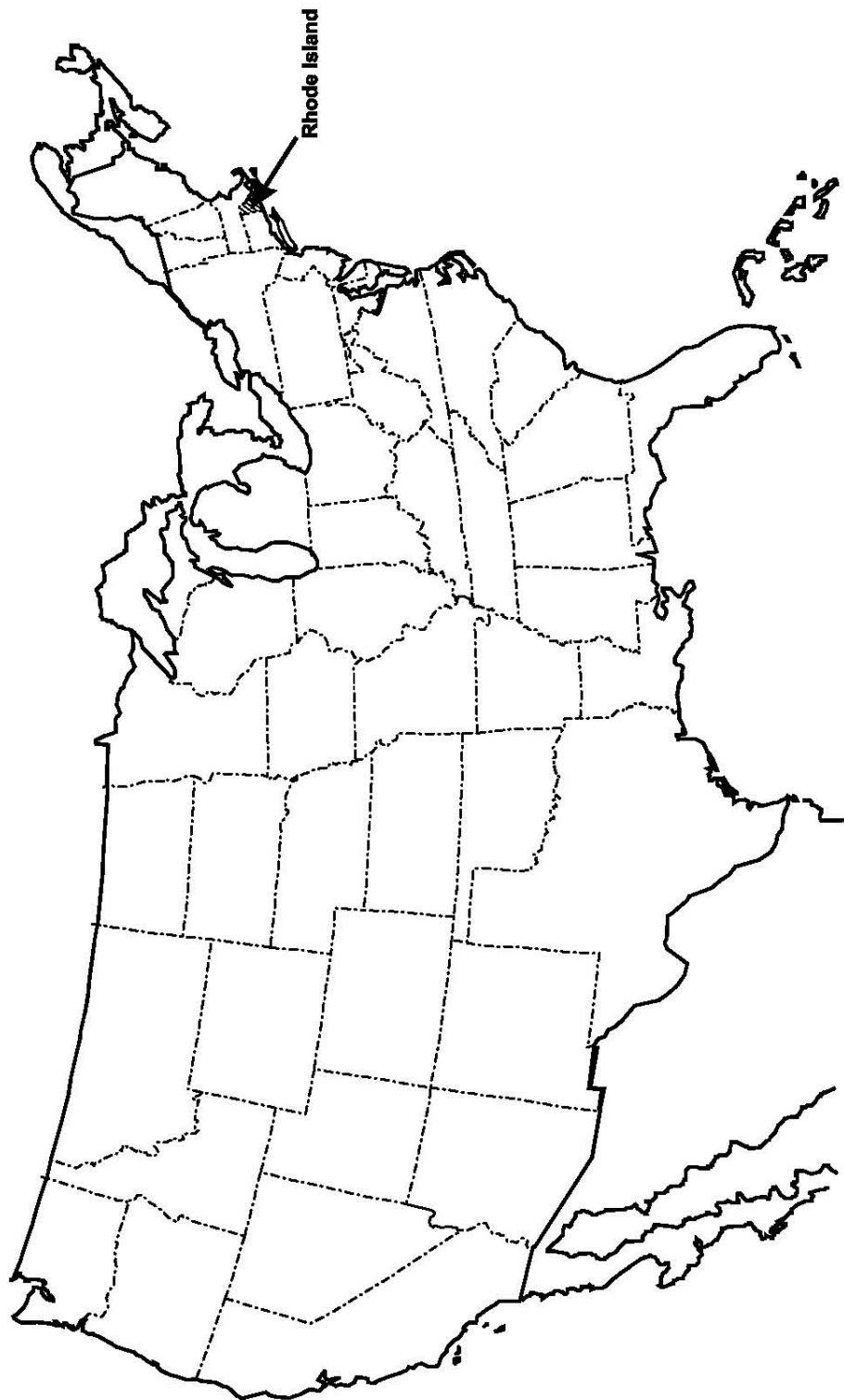
LEAD SCREENING (Required for children < 6 years old) Student is in compliance with lead screening requirements: Yes <input type="checkbox"/> No <input type="checkbox"/>	SCOLIOSIS SCREENING Yes <input type="checkbox"/> No <input type="checkbox"/>	VISION SCREENING (Children entering Kindergarten) <input type="checkbox"/> Passed Screening <input type="checkbox"/> Screened & referred for comprehensive exam <input type="checkbox"/> Referred for comprehensive exam, but not screened Screening / Referral Date: _____ Comprehensive Exam Date: _____
TUBERCULOSIS (If required by school district) Date of TB test: _____		

HEALTH CARE PROVIDER SIGNATURE: _____ DATE: _____

PRINT NAME: _____

Appendix D

MAPS



NAVAL WAR COLLEGE SOUTHEASTERN NEW ENGLAND

