

CENTRAL KENTUCKY TRAINING COMMAND
UNITED STATES NAVAL SEA CADET CORPS
14-21 JUL 2024
Asbury University -- Wilmore, Kentucky

To All Cadets and Families of the Central Kentucky Training Command:

Welcome to the Summer 2024 Central Kentucky Training at Asbury University, Wilmore, Kentucky, located 15 miles southwest of Lexington, KY.

To ensure a safe and positive experience please carefully read ALL information contained in this letter. This is a multiple training event, with individual training descriptions, Seabag List, maps, and required forms. You can also find this information posted on the CKTC website: www.nscckky.org. Included is a Training Check-Off List to make sure you have completed all necessary steps.

Be sure to pack EVERYTHING listed on the Seabag List and ONLY what is listed. Anything additional is considered contraband.

QUICK LOOK — THE ESSENTIALS ALL CADETS AND PARENTS NEED TO KNOW

1. Training runs from Sunday, 14 JUL 24 (In-Take Day) thru Sunday, 21 JUL 24 (Graduation Day).
2. Arrive at the University NO EARLIER than 1300 (1 pm) on Sunday, 14 JUL, and no later than 1530 (3:30 pm). Check-in will begin in the university's Shaw Collaborative Learning Center (#36 on Campus Map). Parking will be in the lot behind the Shaw CLC. Entrance is from W. College Street.
 - All parents should remain in Shaw Auditorium until their cadet's check-in process and seabag check are completed.
 - Cadets should leave ALL contraband with parents, including cell phones. We will not be holding contraband for any cadets other than flyers.
 - All MAA and Adventure Leadership Training participants must arrive by **1000** to complete **and pass** a PRT Assessment at the "Good" level on-site prior to Check-In.
3. If flying to the training, READ THE TRAVEL GUIDELINES in this letter.
4. Approved billets are allocated only AFTER all registration steps are completed, including submission of all required waivers. Read registration steps carefully and understand that cadet billets are not secured until ALL requirements have been met and Magellan reports the cadet as APPROVED.
5. Please carefully follow the instructions in this letter regarding when to report to the training and for graduation and departure procedures.
6. Follow the "CKTC Sea Cadets" page for photos and information posted during the training: <https://www.facebook.com/CKTCseacadets>.

STANDARDS OF CONDUCT:

Cadets are expected to maintain the USNSCC's highest standards of HONOR, RESPECT, COMMITMENT, and SERVICE by observing the principles outlined in the Cadet Code of Conduct (included in this Welcome Letter). Cadets should always be mindful of the ZERO TOLERANCE STANDARD for the following actions:

1. Sexual misconduct or harassment (including written, verbal, or physical actions toward either opposite or same gender)
2. Racial discrimination or harassment
3. Fraternization
4. Cadet-to-cadet contact
5. Hazing
6. Substance abuse

Failure to observe these key standards will result in immediate dismissal from the training. Cadets, if you want to totally waste your and your parents' time and money, simply choose to violate one of the above basic Standards of Conduct.

Safety is our #1 priority. The success of this training depends on the safety of all personnel. This will be accomplished by the following methods:

- Accountability—By knowing where our people are at all times and what they are doing. Each individual will act in a responsible manner and will be accountable to those in authority.
- Attention—By always being alert to possible hazards and taking appropriate action to prevent possible harm to any personnel under our care.
- Responsibility—By making safety everyone's responsibility, from the cadet to the Commanding Officer. If any person feels their safety is about to be compromised, that person will bring it to the attention of the Chain of Command.

NOW THE MANY DETAILS YOU NEED TO KNOW

Please be familiar with the information contained in this Welcome Letter before contacting the training with questions. MOST questions can be answered within these pages.

REGISTRATION:

PLEASE NOTE that APPROVED billets are allocated only AFTER the following items are completed (in order):

- **Step 1:** Enter and/or update all of the “Parent Actions” items within your cadets’ profile, including uploading the following:
 - (1) insurance card front
 - (2) insurance card back
 - (3) Medical Exam form (signed by MD, DO, NP, or PA and not expired)
 - (4) Immunization Record
 - (5) Medical Supplemental (signed, if cadet will be bringing medications)
 - (6) ADA Request for Accommodation (if applicable, upload for review, subject to approval. **An approved Request for Accommodation at the home unit does not automatically apply at advanced trainings. Unit officers must help with this.**)
 - More detailed explanations of the Parent Portal can be found in the Quarterdeck User Guide posted in “News & Info” on your Dashboard.
- **Step 2:** Go to “Find Trainings” and select the desired training. Click on “Details” and you will see in the “Action” column if your cadet is eligible to apply for that training. Click “Register” to start the process.
- **Step 3:** Approval by the Unit CO will forward the cadet to the training roster.
- **Step 4:** Once all medical information is reviewed and found valid, the cadet’s billet status will be set to “Confirmed.”
- **Step 5: Upload of the following waivers in the training registration in Magellan by unit staff:**
 - Kentucky Outdoor Institute - Challenge Course Waiver (ALL cadets)
 - Asbury University Luce Center Pool Waiver (ALL cadets)
 - Breakout Games Waiver (NSCC trainings only; NOT needed for any NLCC training participants)
 - MAA cadets only: Semper Fi Range and Marksmanship Training Consent forms
 - Adventure Leadership cadets only: AdventureServe waiver

Our apologies for all the waiver forms but each location requires its own individual waivers for liability issues. **PLEASE MAKE SURE ALL FORMS ARE LEGIBLE. Cell phone photos of forms are often impossible to read and will not be accepted if illegible.** Download the free CamScanner or similar app for cell phone scanned documents.

(Step 5 continued on next page)

THEN Pay the cadet fee for the training (see online payment details below). Your billet will not be approved until all required forms/waivers and payment are received. Your billet is not locked in until Magellan reports your billet status as “APPROVED.”

- **Step 6:** After APPROVED on Magellan, make transportation arrangements and email your completed Travel Information Form to cktc@nsccky.org. If flying, a complete itinerary should accompany the Travel Information Form.

Payment: Payment for this training will be made online using the PayPal link at www.nsccky.org. When making payment please include the CADET’S NAME and specific TRAINING as a reference to enable tracking of the payment.

****In accordance with NSCC regulations, training deposits are NON-REFUNDABLE. ****

All steps are required to secure a cadet’s billet at these trainings. Once all steps have been completed, Magellan will generate an email confirming the cadet’s acceptance.

PLEASE NOTE: Until **ALL** forms (including waivers) are received and fees are paid, the cadet is NOT approved for the requested training and does not have a secured billet.

Staff Applicants: All staff inquiries (Escort Officers and Staff Cadets) should be directed to the COTC/XOTC at cktc@nsccky.org BEFORE registering in Magellan. Inquiries may be interviewed by phone with the COTC/XOTC for selection. Prospective Staff Cadets may also be interviewed by the OIC of the particular training.

All Staff Cadets must have completed POLA and must be at least a PO3. POLA Staff Cadets should be at least a PO2. Escort Officers must have completed the OMSG, OPD101, and D2L.

ARRIVALS & REPORTING PROCEDURES:

1. **Escort Officers and Staff Cadets** will arrive Saturday, 13 JUL, between 1200-1600. Briefing will begin promptly at 1600. Saturday’s dress will be civilian clothes, and dinner will be provided. ALL Escort Officers and Staff Cadets are required to attend the 1600 briefing. Those flying in from Bluegrass Airport (LEX) should schedule their flights to arrive between 1200 and 1530. They will be picked up by NSCC personnel. If flying into an airport other than Bluegrass Airport (LEX), transportation to the University must be arranged on your own.
2. **Cadets** will arrive at the University NO EARLIER than 1300 (1 pm) on Sunday, 14 JUL, and no later than 1530 (3:30 pm). Check-in will begin in the university’s Shaw Collaborative Learning Center (#36 on Campus Map).

MAA & Adventure Leadership: All MAA and Adventure Leadership Training participants must arrive by **1000** on Sunday, 14 JUL, to complete **and pass** a PRT assessment on-site prior to check-in. These cadets are encouraged to arrive a day early, and flyers are required to arrive a day early. They must also be prepared with a return flight plan if they do not pass the PRT. (Lodging cannot be provided for parents.) Cadets who are not present for the PRT assessment will not be permitted to attend the training—no exceptions.

MAA and Adventure Leadership cadets must complete the PRT at the GOOD level in order to

qualify for these physically rigorous trainings.

3. **Parking** will be in the lot behind the Shaw CLC. Entrance is from W. College Street. Parents should remain in Shaw Auditorium while their cadet completes their Check-In process.
4. **Contraband:** Items NOT listed on the Seabag List, including cell phones, are considered contraband and should be left with parents. The only exception will be cadets traveling on public transport, and they must submit all contraband during check-in. ***Any cadet who is found with a cell phone in their possession after check-in WILL be sent home. Parents, please discuss this with your cadet!***
5. **Reporting Uniform:** Cadets are to report in civilian clothes.
6. **Cadet Training Orders:** In accordance with Summer Training Guidance 2024, cadets should report to training with their printed orders (signed & initialed by the parent/guardian) in a 9x12 envelope labeled with the cadet's last name, first name and unit name. Parents are responsible for printing the training orders, which no longer require a signature by the CO. NOTE: If parents are unable to print documents, the unit can still print them if needed at the parent's/cadet's request.
7. **Haircuts:** Haircuts must conform to NSCC Grooming Standards. Cadets reporting to the training with hair out of regs will be sent with their parent to find a barber before check-in.
8. **Personal Money:** Once at the training location, there will be no need or opportunity for use of personal funds. All meals and training supplies are included in the training fee. Cash is considered contraband and should be left with parents. If cadets are traveling to the training on public transport, they must ensure they have sufficient funds to purchase meals and pay luggage fees in transit. They must turn in any cash during check-in, as money should not be kept in the barracks.
9. **Seabag:** Review the Seabag List and ensure EVERY item has been packed. Some trainings have additional items required, and these are listed at the end of the Seabag List. All items must be labeled with the cadet's last name and first initial. Cadets who do not have all items listed on the Seabag List will be sent to a local store with their parents to shop for any missing items.
10. **Sunday Meals:** Lunch is not provided on Sunday, 14 JUL, so cadets should eat prior to arrival. The first meal provided during training will be Sunday dinner.
11. **ID Cards:** Cadets MUST have a valid Sea Cadet ID in hand upon Check-In. The ID should be valid through the ending date of the training period. Cadets must have their ID card on hand at all times while on university property.
12. **Need information?** Please do not call the University for information. If you have questions or become lost in transit, contact the COTC, LCDR Shannon Montgomery, (859.552.4077) or the XOTC, LT Bill Clark (859.948.8443).

AIR TRAVEL:

1. **Airport:** Cadets traveling by air must fly into Bluegrass Airport (LEX) in Lexington for pickup by NSCC personnel. Cadets flying into Cincinnati or Louisville must arrange their own transportation to the University.
2. **Unaccompanied Minors:** We are not able to accommodate “unaccompanied minors.” An “unaccompanied minor” is an airline term meaning a youth traveling alone on a flight and a specifically named adult must pick them up at their destination. Additionally, prior to departure, an adult must remain with the unaccompanied minor in the terminal until the plane actually departs. We do not have the staff or the ability to provide these accommodations, including if a cadets’ return flight gets canceled. If a younger cadet needs to fly to the training, a parent/guardian must provide an adult to fly into Lexington with the cadet and be at the terminal to check in and fly home with them. The specific age for “accompanied minor” varies between airlines. Please make sure you are familiar with airline regulations prior to booking a flight.
3. **Arrival Time:** Arrivals to Bluegrass Airport (LEX) must be on Sunday, 14 JUL, between 0900-1400 (9am-2pm). If arrangements cannot be made to arrive at this time, please contact the COTC. Cadets in the MAA and Adventure Leadership Trainings who are flying in must arrive the day before (Sat, 13 JUL) to ensure arrival in time for the required PRT. They must also be prepared with a return flight plan if they do not pass the PRT.
4. **Flight Itinerary:** All cadets who will be traveling by air must include their flight information on the Travel Information Form.
5. **Refundable Ticket:** It is recommended you buy a refundable ticket in case something occurs beyond your control (such as illness or injury) or the unlikely event of a training cancellation.
6. **Travel Funds:** Cadets should have funds to pay for excess or overweight baggage, if applicable. Different airlines have different rules about baggage charges.
7. **Travel Rules:** When packing carry-on luggage, remember TSA’s 3-1-1 Rule: “Each passenger may carry liquids and gels in travel-size containers that are no larger than 3.4 ounces (100 ml). Each passenger is limited to one quart-size bag of liquids and gels. Common travel items that must comply with the 3-1-1 liquids rule include toothpaste, shampoo, conditioner, mouthwash and lotion.” If bringing larger sizes, make sure they are in your checked luggage.

MEDICAL CHECK-IN & RESTRICTIONS:

- This is a medical-friendly training. Cadets do not SELF MEDICATE. All medicine will be held by our medical staff, and cadets will have the opportunity to take their meds during scheduled Med Call times (before morning and evening meals). If cadets bring an inhaler or epi-pen, they will keep it with them at all times and use it as needed. Cadets having possession of these types of emergency meds will be given a red med-alert band for identification.
- All medications (prescription and over-the-counter) must be documented on the Medical History Supplemental with all required signatures.

- Discontinued use of medication just prior to training is not advised. Cadets should not attempt to wean themselves off medication during the training. This is not the appropriate place to do so and will only contribute to difficulties for the cadet and staff.
- The final determination of participation in training due to a medical condition lies with the Commanding Officer of the Training Command, per NSCC regulations.
- Allergies of any type (especially food or insect) **MUST** be clearly documented in the cadets' medical profile. Allergies are not a disqualifying factor, but we need to know about them to keep cadets safe. Please keep us informed.

UNIFORMS:

- **Cadet Uniforms:** Cadets should travel and report in civilian clothes. During the training, cadets will wear NWU Type III (or Type I if cadet does not have Type III). PT Gear will be needed daily, and dress whites are expected for graduation.
- **Adult Staff Uniforms:** The working uniform for uniformed staff will be NWU Type III or the Alternate Uniform (khaki pants/USNSCC navy blue polo shirt or black pants/gray USNSCC polo shirt). Dress whites are required for graduation. Non-uniformed staff should wear the Alternate Uniform during training, and a suit or slacks/jacket is required for graduation.

HOW TO STAY IN TOUCH WITH YOUR CADET DURING TRAINING:

It is essential for parents, relatives, and friends to understand that:

- Per NSCC regulations, visits from parents, relatives, friends, and unit officers are prohibited.
- In case of family emergencies, parents are to contact their unit CO. The unit CO will then contact the COTC. If there is an emergency regarding a cadet during the training, a call will be placed to the parents and the unit CO.
- Parents, friends, family, and unit officers are invited to send mail and emails of encouragement to their cadet during the training.
 - **Email:** Send emails to **cktc2024_mailcall@nsccky.org** with the cadet's name in the subject line. These will be printed and distributed to cadets each afternoon during mail call.
 - **Mail:** USNSCC
ATTN: [CADET RATE] [CADET'S FULL NAME]
Asbury University
One Macklem Drive
Wilmore, KY 40390
- **PLEASE PLEASE!!** avoid including any correspondence that may prove distressing to your cadet during training, i.e. excessive "I miss you's," news of a relative's sickness, death of the family pet, details of the family's vacation without them. It is difficult enough for some cadets to be away from home for a week. This only makes it more stressful for your cadet, and the news can surely wait until training is over. If it is an emergency, please contact your unit CO who will

contact the COTC directly.

- Cadets will not have access to phones or personal email during the training. They will have the opportunity to write letters home if they choose to do so, but they **MUST** bring envelopes and stamps with them. These will not be provided by the staff or available for purchase.
- Keep in mind, in order for a cadet to receive regular mail, it would need to be mailed **BEFORE** the training begins. Anything mailed after the first couple of days of training will probably not be received in time.
- **CELL PHONES:** *Any cadet possessing a cell phone after check-in will result in the cadet being sent home.* Parents, please discuss this with your cadet so you won't be driving back to get them early, not to mention forfeiting the training fee and advancement credit.

Staff cadets are permitted to keep their phones during training for staff communication purposes. They should limit their cell phone use or run the risk of losing the privilege. Other cadets are **NOT** permitted to use a staff or staff cadet's cell phone at any time.

MENTAL HEALTH:

Our cadets' health and safety are our number one priority during training, both their physical and mental health. Therefore, all self-harm statements and actions are taken very seriously. If a cadet's behavior reflects harming him/herself in any way, immediate action must be taken. It is the policy of the USNSCC that cadets who make statements or actions of self-harm must be immediately dismissed from the training. Parents will be notified to pick up their cadet from the training and advised to seek immediate mental health intervention. The training reserves the right to take the cadet to the local hospital emergency department for mental health supervision if the cadet is deemed to be at immediate risk.

Parents, please discuss these details with your cadet so they understand the consequences of not taking these statements and actions seriously. If a cadet is in serious crisis, we will do everything possible to get the cadet the help they need. But it is not wise for cadets to use statements frivolously or as a way to get to go home from a training early.

FACILITIES:

- **Lodging:** Cadets will be lodged in university dormitories. Males/females **MUST** stay in their designated dorm. Sleeping bags or sheet/blanket plus a pillow are required.
- **Laundry:** There will be laundry facilities with 1-2 laundry opportunities mid-week for t-shirts, socks, and underwear. **ALL** clothing items **MUST** be labeled with your last name and first initial. Cadets must have a laundry bag with a strong zipper or pin. Irons and ironing boards will be available.
- **Meals:** Meals will be provided by the University's Dining Hall, which is well-prepared to deal with special dietary needs (needs, not preferences). Please let us know at least 10 days in advance of the training in order for special meal accommodations to be made. Food allergies should be noted on the medical profile. Lunch will **NOT** be provided on Sunday, 14 JUL, so cadets should eat prior to Check-In.

GRADUATION & DEPARTURE PROCEDURES:

- **Location:** Graduation will take place in Hughes Auditorium (#13 on Campus Map) at Asbury University on Sunday, 21 JUL, at 1100. Family and friends may socialize with the cadets only AFTER the conclusion of the graduation ceremony.
- **Photos:** A group photo opportunity will be available outside the graduation site following graduation (weather permitting).
- **Authorized Sign-Out:** All cadets must be signed out by an authorized adult listed on their TRAVEL INFORMATION FORM before the cadet's orders envelope is returned and the cadet is authorized to depart. (This does not include cadets who are flying.)
- **Departure Time:** Cadet departures MUST be scheduled after 1230 on Sunday, 21 JUL.
- **Flight Departure Time:** Departing flights MUST be scheduled to depart after 1330 (1:30pm) from Bluegrass Airport (LEX) in Lexington. Cadets flying out of Cincinnati or Louisville must arrange their own transportation to those airports and should allow adequate travel time *after* graduation.
- **Early Departures:** Cadets should **NOT** request to leave the training early.
- **Staff Departures:** Escort Officer and Staff Cadet departures should be scheduled for after 1400.

QUESTIONS/CONCERNS:

Unit COs or Training Officers are the first contact point for questions or concerns. If you have checked the Welcome Letter thoroughly and double-checked with your CO or TO with questions, THEN feel free to contact the COTC with additional questions: cktc@nsccky.org. Please do not contact Asbury University directly. They will not have the answers you are seeking.

Welcome Aboard!

LCDR Shannon Montgomery, USNSCC
Commanding Officer, Central Kentucky Training Command

LT William Clark, USNSCC
Executive Officer, Central Kentucky Training Command

TRAINING DESCRIPTIONS & REQUIREMENTS - 2024

ADVENTURE LEADERSHIP: (RX-KY-2401 Navy Shore, Other)

This training aims to provide cadets with hands-on experiences in challenging outdoor environments, fostering leadership, teamwork, and resilience. The program combines elements of wilderness exploration through water and land-based activities—including climbing, canoeing, caving, and camping—that are laced with leadership development opportunities. Through trained staff and the use of Kentucky's extensive natural landscapes, cadets are exposed to a variety of outdoor adventure disciplines, promoting personal growth and instilling a sense of camaraderie among cadets. This unique training opportunity, which includes a 3-night camping and hiking excursion, will equip cadets with valuable life skills while embracing the spirit of adventure.

Requirements: This is a challenging and rigorous training. To ensure participants are physically capable of keeping up with all required activities, they will be required to complete *and pass* a PRT assessment on site-prior to check-in. All participants must arrive by 1000 on Sunday, 14 JUL, and flyers are required to arrive a day early. They must also be prepared with a return flight plan if they do not pass the PRT. (Lodging cannot be provided for parents.) Cadets who are not present for the PRT at 1000 will not be permitted to attend the training—no exceptions. No make-up PRT assessments will be permitted, so be certain you do not arrive late.

Cadets who DO NOT pass the PRT at the “GOOD” level will not be checked-in as an Adventure Leadership cadet and will be sent home. (Cadets will be given the option to switch to another training ***IF*** there are available billets.) Cadets should be in their BEST physical condition and mentally prepare themselves for being challenged! NO orthopedic issues within 6 months. Cadets with serious allergies to plants, trees or insects MUST be prepared as this training will be conducted mostly outdoors in a heavily wooded area with heavy pollen and insect counts.

PLEASE NOTE this training is a ZERO TOLERANCE ENVIRONMENT requiring the greatest amount of maturity and discipline. To ensure safety, certain guidelines and rules will be presented upon Check-In, and should a cadet fail to adhere to these rules, he/she WILL BE REMOVED FROM THE TRAINING AND SENT HOME.

AVIATION, NSCC: (AF-KY-2401)

This training requires mature cadets that know how to study, pay attention in class and are interested in learning new concepts. Aviation is a serious endeavor, but very rewarding if you pay attention to detail and always keep learning. This training will require hard work and the ability to have fun!

During this training, we will learn about many different aviation topics and will apply what we learn to real-world aviation training scenarios. In order to reinforce what we learn, we will configure and use an aviation flight simulator using X-Plane 12 simulation software. We will take field trips outside of the classroom including a visit to the local airport's control tower, and there will be opportunities to talk with aviation professionals about their careers. We will work on hands-on aviation projects inside and outside of the classroom. At the end of the week, there will be an oral and practical exam which will be lots of fun. We will learn a lot and enjoy some type of physical activity every day.

Cadet Requirements:

Minimum age: 15

AVIATION, NLCC: (LO-KY-2401)

League Cadets will spend the week exploring the exciting world of aviation. Topics will include general aviation, drones, helicopters, aerospace, commercial and military aviation. Several off-site excursions planned for touring of corporate jets, helicopters, Lexington Air Traffic Control Tower, and Lexington Aviation Museum. Daily activities to include foam gliders, remote controlled helicopters, build your own drone, powered paper airplanes, x-plane flight simulator landing challenge, rocket design and launch! Learning objectives include instilling and fostering a love for aviation, fundamentals of flight, aircraft design, aviation history and much more!

CULINARY: (FC-KY-2401)

Learn the basics of culinary arts from Certified Professional Chefs and enjoy eating your creations! Cadets will gain skills in food preparation, seasoning and sauces, flavors and textures, presentation and serving, as well as nutrition, dietary needs, and food safety. Cadets will learn about the culinary profession in the commercial kitchen, in the military, and in the home. Go home knowing how to cook and bake for your own family. Cadets will take part in a mini Masterchef competition and will complete the training by earning their Food Handler Certification. (Cadets will NOT be cooking for or serving the training command.)

FIELD MUSIC: (RB-KY-2401)

Auditions required. Cadets will learn music, marching, and preparations for Field Music performance associated with military ceremonies and parades. It will also include color guard and drill rifle basics to include precision marching, equipment handling and care, and execution of ceremonial drills in accordance with the Marine Corps Drill and Ceremonies Manual. The training will include an exhibition performance for the public. This is a physically demanding training so cadets should be capable of maintaining a rigorous pace.

OIC contact for audition: joydclark@gmail.com or theresaolson12@gmail.com.

FIELD MUSIC, ADVANCED: (RC-KY-2401)

This training is intended for cadets interested in taking their Field Music training to the next level. Must have already completed a Basic Field Music training.

OIC contact for audition: joydclark@gmail.com or theresaolson12@gmail.com

FORENSICS: (PX-KY-2401 Public Safety, Other)

Explore the tasks involved in the investigation of a modern crime scene with hands-on learning and mystery-solving as you gain skills and experience in the field of forensic science. Investigators will examine evidence collected using lab techniques, DNA analysis, attention to detail, collecting and analyzing prints of all kinds, and using deductive reasoning. Evidence findings will then be reported during a mock court case before a jury.

HONOR GUARD: (RH-KY-2401)

This training will teach color guard and drill rifle skills to include precision marching, equipment handling and care, and execution of ceremonial drills in accordance with the Marine Corps Drill and Ceremonies Manual. The training will include an exhibition performance for the public. This is a physically demanding training so cadets should be capable of maintaining a rigorous pace.

HONOR GUARD, ADVANCED: (RH-KY-2402)

This training is intended for cadets interested in taking their Honor Guard training to the next level. Must have already completed a Basic Honor Guard training.

JAG: (PJ-KY-2401)

How do attorneys make decisions? How do they use evidence to make decisions? This training aims to show cadets how to think like an attorney with hands-on experience during a mock trial. Cadets will learn the basics of law, criminal versus civil law, as well as the military legal system to include the Uniform Code of Military Justice (UCMJ). Cadets will then apply their knowledge to a case and look at the facts, create a theory, prepare opening statements, compose questions for both direct and cross-examination, and prepare the closing arguments, all while applying the Rules of Evidence. They will discover a disciplined way of asking questions and make analytical decisions based on evidence. The cadets will then craft arguments, support it through testimony and physical evidence, and present it to a panel of attorneys, judges, and parents who evaluate their arguments and presentations during a Mock Trial.

MASTER-AT-ARMS (MAA): (PO-KY-2401)

This training program will provide cadets with an introduction to military and civilian law enforcement, giving cadets a look into the weapons, tactics, and procedures needed to uphold the law. The MAA cadre will be comprised of former and current Civilian Law Enforcement Officers, as well as specialized Instructors in a number of hand-to-hand and martial disciplines. The training will consist of both hands-on and classroom elements which will be implemented in the following categories: Military Police/Civilian Law Enforcement Element, Close Quarters Battle (CQB), Range Element, and Defensive Tactics. This is a mentally and physically intense training and will require completion of both hands-on and written examinations.

Requirements: This is a physically demanding training. MAA participants must arrive by **1000** on Sunday, 14 JUL, to complete **and pass** a PRT assessment on-site prior to check-in. These cadets are encouraged to arrive a day early, and flyers are required to arrive a day early. They must also be prepared with a return flight plan if they do not pass the PRT. (Lodging cannot be provided for parents.) Cadets who are not present for the PRT assessment will not be permitted to attend the training—no exceptions. MAA cadets must complete the PRT at the GOOD level in order to qualify for this physically rigorous training.

Cadets who DO NOT pass the PRT at the GOOD level will not be checked-in as an MAA cadet and will be sent home. Cadets should be in their BEST physical condition and mentally prepare themselves for being challenged! NO orthopedic issues within 6 months. Cadets with serious allergies to plants, trees or insects MUST be prepared as this training will be conducted mostly outdoors in a heavily wooded area with heavy pollen and insect counts.

PLEASE NOTE this training is a ZERO TOLERANCE ENVIRONMENT requiring the greatest amount of maturity and discipline. Certain guidelines and rules will be presented upon Check-In, and should a cadet fail to adhere to these rules, he/she WILL BE REMOVED FROM THE TRAINING AND SENT HOME.

MEDICAL, NSCC: (MB-KY-2401)

Cadets will be introduced to basic medical skills, including medical procedures and terminology, first responder and life-saving skills, field medicine and trauma care, systems of the body and their common diseases and traumas, as well as critical thinking and leadership skills. Medical cadets will receive First

Aid/CPR/AED certification and will have many opportunities to apply what they have learned through hands-on scenario experience.

MEDICAL - NLCC: (LH-KY-2401)

FIELD MEDIC: This training will focus on field medic skills including basic first aid, CPR, field medicine, trauma care, rescue and evac. At the end of the week, cadets will practice what they have learned in a rescue simulation.

NAVY LEAGUE ORIENTATION: (LB-KY-2401)

This training will prepare new League Cadets with the skills needed to begin a successful experience in the League Cadet program and ultimately become an effective Sea Cadet. Training will include learning basic military knowledge and cadet skills through both classroom and interactive experiences.

PETTY OFFICER LEADERSHIP ACADEMY (POLA): (NP-KY-2401)

Training content will focus on the responsibilities a Petty Officer can expect to have as they prepare for leadership roles within their home unit. The training environment will be structured to allow participants to become familiar with the responsibilities of a Petty Officer, managing multiple cadets in various settings and roles, and learning to manage their own time towards the completion of tasks.

The primary assessment method throughout the training will be observational, rather than academic, i.e. cadets will be assessed on their ability to perform the tasks of a Petty Officer and not limited to their ability to complete written tests. All skills required to successfully complete the drill evolutions will be provided during the training. Cadets are expected to have a working knowledge of correct drill commands prior to arrival. A cadet must achieve a passing score on all evolution assessments, or a subsequent retest, to graduate from the training.

Requirements: Minimum rank SN

PHOTOJOURNALISM: (RJ-KY-2401)

This training will introduce cadets to the basic principles of photography, photo editing, basic web editing, interviewing, news writing and public affairs. Cadets will be able to put these skills into practice as they interview other cadets, publish news stories to our news site, write press releases and publish photos related to the many various trainings at Central Kentucky Training Command. It is recommended that cadets bring a personal camera (no phones allowed), preferably with options to use manual settings, such as working with Av (aperture value) and/or Tv (time value). Cadets will also be utilizing Asbury University's cutting-edge Media Communication facilities and editing lab.

STEM, NSCC: (RK-KY-2401)

ELECTRONICS AND PROGRAMMING: Embark on an exciting journey where cadets will delve into the fascinating world of electronics and programming. This training is specifically designed for small group instruction, allowing cadets to receive personalized guidance while engaging in hands-on activities such as soldering small electronics and block programming. Cadets will begin their journey by gaining a foundational understanding of electronics. They will explore basic concepts such as circuits, components, and electrical signals. Interactive sessions will involve identifying and handling electronic components, setting the stage for practical applications.

Transitioning from hardware to software, cadets will explore block programming, a user-friendly approach to coding. Through platforms like Scratch or Microsoft MakeCode, they will grasp the

fundamentals of creating algorithms, sequences, and loops, laying the groundwork for more advanced programming concepts.

Building on their block programming knowledge, cadets will engage in maritime-themed coding projects. These could involve creating programs for autonomous vessels, or programming sensor systems for environmental monitoring. The emphasis will be on practical applications in the maritime domain. By the end of the training, cadets will have acquired practical skills that are not only valuable in maritime settings but also transferable to various STEM-related fields. This training promises an engaging and educational experience, empowering cadets to navigate technology and problem solving with confidence.

STEM, NLCC: (LK-KY-2401)

Cadets will learn basic electronics by using snap circuits, oral instruction of how electronics and electricity work. Cadets will also learn basic robotics by assembling robotic kits. They will be given instruction and demonstration of basic amateur (HAM) radio operations.

SEABAG LIST

2024 CENTRAL KENTUCKY TRAINING COMMAND

Appropriate uniform items must have USNSCC cadet flashes and name/branch tapes.

All items must be labeled with the cadet's last name and first initial. For labeling on black items such as socks, use a silver Sharpie. Iron-on labels may also be purchased from 1800nametapes.com. All cadets will have the same sea bag items, so labeling is essential.

Qty	Item
1	Cadet's Orders printed & signed/initialed by parent/guardian and placed in a 9x12 envelope labeled with cadet last name, first name, & unit name
1	NSCC ID card, current
1	Seabag – stenciled with cadet's last name
1	Black backpack (can be combined with black Camelbak as long as it has extra storage compartments, <i>except for League Cadets, see hydration gear note below</i>)
2	Sets of working uniforms (NWU Type III) with NSCC (or NLCC) flashes
4	Crew-neck undershirts (brown)
1	Black web belt with silver tip
1	Silver belt buckle
1	8 point cover (NWU Type III)
1 pair	Black boots – well broken in
4-6 pair	Black boot socks
1-2 pair	Blousing straps
4-6	Underwear
1	Dress White uniform with flashes – on hanger in garment bag League Cadets – black pants, white short-sleeved button-down dress shirt with flashes
2	White crew t-shirts for dress whites **Honor Guard and Field Music cadets should bring THREE white crew t-shirts
1	White Dixie cup cover
1	Black neckerchief (Sea Cadets only)
1 pair	Black dress shoes
	Earned ribbons on ribbon bar - for graduation (earned medals are permitted)
1	Black name tag for dress uniform
2	PT shorts, navy blue
2	PT shirts, gold
1 pair	Athletic shoes/sneakers
4-6 pair	White socks (ankle or higher) for PT
1 set	Additional PT-type gear for sleeping (navy blue shorts/gold t-shirt)
1 pair	Shower shoes/flip flops
2	White towels
2	White wash cloths
1	Swimsuit, solid black or navy blue (one-piece for females, no speedos for males)
1	Swim towel
1	Laundry bag, large, mesh (for dirty clothes)
1	Ditty bag (small laundry bag for washing t-shirts/socks/underwear) with sturdy safety pin closure
4 pods	Laundry detergent (pods only please – pack in double ziplocs or small Tupperware)
1	Hygiene kit including soap, toothpaste, toothbrush, shampoo, deodorant, chap stick, comb, talc/baby powder, extra shoelaces; Males – razor and shaving cream, Females – sanitary items and hair care items, bobby pins, etc. Moisturizers are acceptable, no cosmetics. No aerosols.
1 pkg	Moleskin (for blister prevention)
1	Travel-size sewing kit

1	Shoe shining kit (shoe shine <i>paste</i> , not <i>liquid</i>)
4	Hangers (in addition to garment bag hangers)
1	Hydration gear: canteen with web belt, attachable water bottle, or <u>black</u> camelback, unless different specifications below** **Field Music and Honor Guard cadets should bring water bottle only. No camelbak or canteen. **League Cadets are <u>NOT</u> permitted to use camelbaks. Please bring a canteen or attachable water bottle with name on it.
1	Sleeping bag or sheet/blanket
1	Pillow
1	Insect repellent (small, non-aerosol)
1	Sunscreen (small, non-aerosol)
2	Black ballpoint pens
1	Spiral notebook (8 ½ x 11 size)
1	Pocket-size spiral notepad
1	Watch (“smartwatch” not permitted)
1	Travel-size alarm clock (if no alarm on wristwatch)
1	Flashlight with spare batteries
2-3	Envelopes, stationary, stamps (optional, but plan ahead, not available on-site)
TRAINING SPECIFIC – ADDITIONAL ITEMS:	
	MAA Training: - Training gloves: https://www.amazon.com/gp/product/B08CL1XSNK/ref=ox_sc_saved_title_7?smid=A17ZPM2oToVJNR&th=1&psc=1
	Field Music Training: - Navy blue ballcap - Water bottle (NO camelbacks or belted canteens) - Dress white uniform (pressed and ready for inspection at check-in) - Musical instrument as approved by OIC – if not owned, contact OIC for possible rental - Optional: Tuner, Mute, Marching Lyre (no need to purchase, but bring if you already have any of these)
	Honor Guard Training: - Navy blue ballcap - Water bottle (NO camelbacks or belted canteens) - Dress white uniform (pressed and ready for inspection at check-in)
	Adventure Leadership Training: - Headlamp (optional, can also use flashlight already on seabag list) + 2 extra batteries - Rain jacket - Extra pair of shorts - Hiking shoes – sturdy, thick-soled tennis shoes or hiking boots (well broken in) - 1 set of caving clothes (will likely be permanently stained or ruined) – long pants, sweatshirt/light jacket, closed toe shoes - Sleeping bag & small pillow for camping – may come back muddy, so bring sheet/blanket/regular pillow for barracks - Ground pad (If flying and you don’t have room for these bigger items, let us know and we will provide.)
	PhotoJournalism Training: (optional, if available – cadets are not required to purchase these items) - Digital cameras (no cell phones or tablets allowed) - Extra Lens(es), as needed - Additional batteries, flash, memory cards, lens cloth, as needed - USB card reader only if using a medium other than SD cards

The following items are EXPRESSLY PROHIBITED and will be confiscated upon arrival:

Cosmetics / nail polish	Matches / lighters	Liquid shoe polish	Glass containers
Jewelry (outside of regs)	Weapons / knives	Aerosols	Electronics
Candy, gum, food, etc.	Pornographic materials	Alcoholic beverages	Tobacco products*
Books / magazines (note: religious book & drill manual are authorized)			

*Tobacco products include any type of cigarette, chew, e-cig, vape, juul, etc.

**** Cadets possessing contraband after Check-In, including cell phones, is grounds for immediate dismissal. ****

- Medications must be submitted to the Medical Officer upon Check-In. Each medication should be in the original container with dosage instructions and should be submitted in a Ziploc bag labeled with cadet's name.
- Cadets who will be flying may bring an extra backpack for electronics, food, money, etc. and turn in the entire backpack upon Check-In.
- The training is not responsible for lost, misplaced, or stolen uniform or personal items. All items must be marked with cadet's last name and first initial.

DIRECTIONS TO ASBURY UNIVERSITY

FROM THE NORTH (CINCINNATI)

- Take I-75 South. After I-64 joins with I-75, take the first Lexington exit (Exit 115).
- Turn right onto KY 922/Newtown Pike, and go past the Marriott (about 2 miles).
- Exit onto Route 4/New Circle Rd and turn right (this circles Lexington). Drive for 5 exits to Route 68/Harrodsburg Rd.
- Turn right onto Route 68/Harrodsburg Rd and follow for about 10 miles. Route 29 joins Route 68.
- Follow Route 68/29 to Wilmore and turn left onto Route 29/Lexington Rd. Watch for green Asbury University signs.
- At second stop-light (not including the blinking yellow light), turn right onto Main St. Kinlaw Library parking lot is immediately on the right. Follow the signs for parking.

FROM THE WEST (LOUISVILLE)

- Take I-64 East to Route 60 (Exit 58).
- Follow Route 60 toward Lexington and Versailles (it will turn left near Versailles).
- Keeneland (racehorse track) will be on your left and the airport on your right; turn right (you cannot turn left) at the first light after the airport onto Man-O'-War Blvd.
- Go about 3 miles (past a high school) to Route 68/Harrodsburg Rd.
- Turn right onto Route 68/Harrodsburg Rd and follow for about 10 miles. Route 29 joins Route 68.
- Follow Route 68/29 to Wilmore and turn left onto Route 29/Lexington Rd. Watch for green Asbury University signs.
- At second stop-light (not including the blinking yellow light), turn right onto Main St. Kinlaw Library parking lot is immediately on the right. Follow the signs for parking.

FROM THE EAST (WEST VIRGINIA)

- Take I-64 West to I-75 South.
- Follow I-75 South to Exit 108 (Man-O-War Blvd).
- Turn west onto Man-O'-War Blvd.
- Follow Man-O'-War Blvd. until you reach Route 68/Harrodsburg Rd.
- Turn left onto Route 68/Harrodsburg Rd and follow for about 9 miles. Route 29 joins Route 68.
- Follow Route 68/29 to Wilmore and turn left onto Route 29/Lexington Rd. Watch for green Asbury University signs.
- At second stop-light (not including the blinking yellow light), turn right onto Main St. Kinlaw Library parking lot is immediately on the right. Follow the signs for parking.

FROM THE SOUTH (TENNESSEE, VIA I-75)

- Take I-75 North to the first Lexington exit (Exit 104).
- This is Highway 418 (eventually Richmond Rd). Follow this road several miles until you get to Man-O'-War Blvd.
- Turn left (west) onto Man-O'-War Blvd and follow until you reach Route 68/Harrodsburg Rd.
- Turn left onto Route 68/Harrodsburg Rd and follow for about 9 miles. Route 29 joins Route 68.
- Follow Route 68/29 to Wilmore and turn left onto Route 29/Lexington Rd. Watch for green Asbury University signs.
- At the second stop-light (not including the blinking yellow light), turn right onto Main St. Kinlaw Library parking lot is on the right. Follow the signs for parking.

NOTE: Other smaller roads may look like they will be a short-cut, but the above routes are actually the easiest and fastest way.

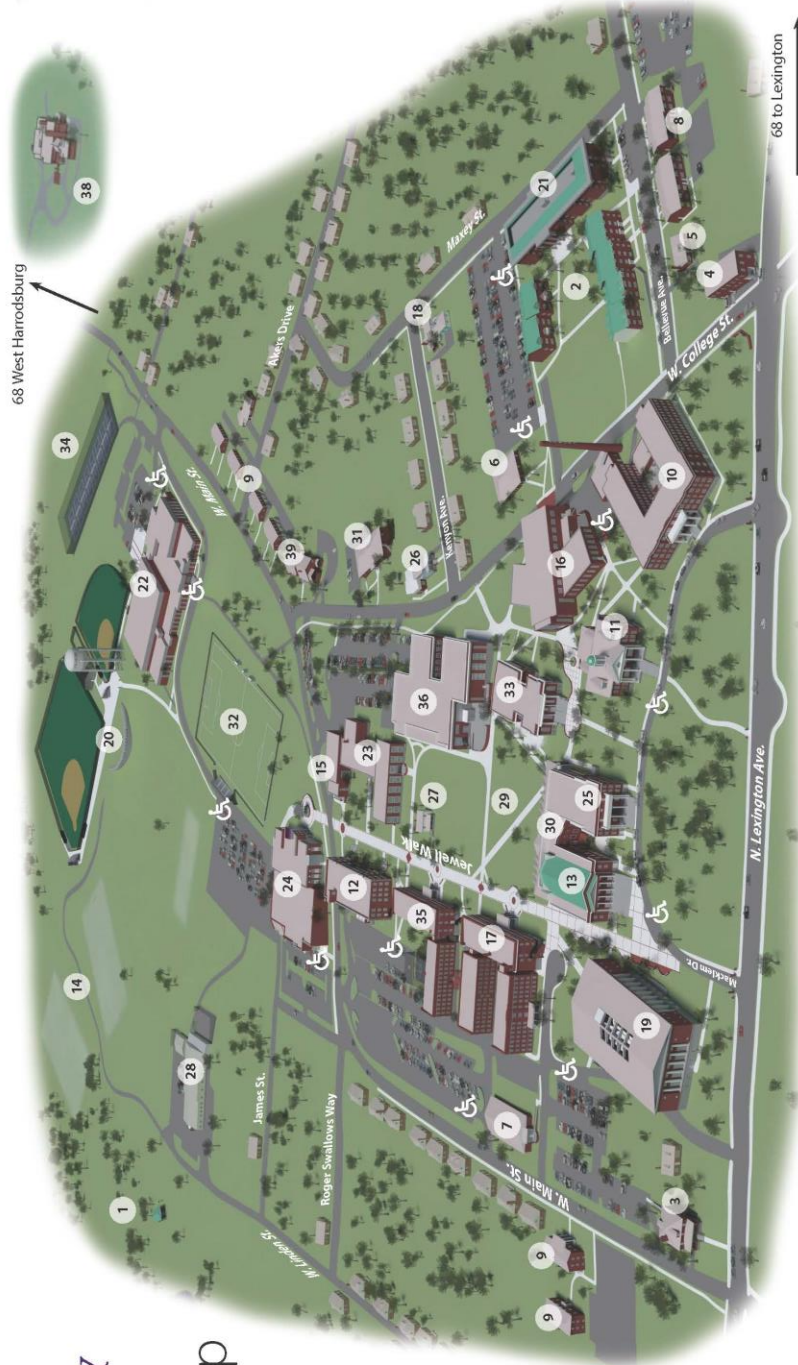


Campus Map



#AsburyU

Challenge Course
Equine Center
Indoor Riding Arena
Mission Farm



Facilities Listing

1. Abiding Pavilion & Reservoir
2. Aldersgate Apartments
3. Alumni House
4. Art Annex
5. Center for Adventure Leadership
6. Center for Wholeness & Wellness (Counseling & Health Services)
7. Corbitt Hall (Undergraduate Admissions)
8. Faculty/Staff Housing
9. Family/Non-Traditional Housing
10. Glide-Crawford Residence Hall (women)

11. Hager Administration Building/
Campus Security/Strategic Communications
12. Hamann-Ray (academics)/Eagle Outlet
Student Store/Campus Post Office
13. Hughes Auditorium (Chapel)
14. Intramural Fields
15. Jameson Rectal Hall (Akers Auditorium)
16. Johnson Building (Dining Hall/Dougherty &
Gray Dining Rooms/Art Gallery/Z.T.'s Bistro)
17. Johnson Residence Hall (men)
18. Kenyon House
19. Kinlaw Library Joe Pitts Center for Public
Policy/I.T. Service Desk/Center for Academic
Excellence/Catalyst Center for Applied Learning)

20. Kirkland Complex (Bowdoin Athletic Practice
Facility baseball & softball fields)
21. Kresge Residence Hall (women)
22. Luce Physical Activities Center
23. McCreless Fine Arts Center
24. Miller Center for Communication Arts
25. Morrison Hall (academics)
26. One Mission Society Student Center
27. Original Asbury Building (est. 1890)
28. Physical Plant
29. Reasoner Green
30. Reasoner Hall (academics)
31. Salvation Army Student Center

32. Soccer Field
33. Student Center (Student Life)
34. Tennis Courts
35. Trustees Residence Hall (men)
36. Walt and Rowena Shaw Collaborative
Learning Center
37. Wesley Building (Online Programs)
38. Windsor Manor Guesthouse
39. World Gospel Mission Student Center

TRAINING CHECK-OFF LIST

- ☐ **READ THE WELCOME LETTER COMPLETELY!**
- ☐ Parent has APPLIED for a Cadet billet through the Parent Portal
- ☐ Required medical information has been entered and all forms have been uploaded through the Parent Portal:
 - ☐ Medical History
 - ☐ Medical Exam - signed by physician within 15 months of end of training
 - ☐ Medical Supplemental (if cadet will be bringing medication)
- ☐ Cadet has been approved by unit CO and forward to CKTC
- ☐ Cadet has been **CONFIRMED** on Magellan by COTC
- ☐ The following forms/waivers have been uploaded to Magellan by the unit officer:
 - ☐ ADA Request for Accommodation (if applicable)
 - ☐ Waiver – Asbury University Luce Center Pool (ALL cadets)
 - ☐ Waiver – Kentucky Outdoor Institute - Challenge Course (ALL cadets)
 - ☐ Waiver - Breakout Room (**ALL Sea Cadets, not for League Cadets**)
 - ☐ Waiver – Semper Fi Indoor Range – **MAA Training cadets only**
 - ☐ Waiver – USNSCC Marksmanship Training Consent – **MAA Training cadets only**
 - ☐ Waiver – AdventureServe – **Adventure Leadership Training cadets only**
- ☐ Registration fee has been paid online (see Welcome Letter instructions) – non-refundable
- ☐ Cadet has been **APPROVED** on Magellan by CKTC
- ☐ Travel arrangements have been made
- ☐ Travel Information Form has been emailed to CKTC at cktc@nsccky.org or uploaded to Magellan by unit officer.
- ☐ Cadet Orders are printed and in 9x12 envelope labeled with cadet's last name, first name, & unit name in accordance with Summer Training Guidance 2024. Activity waivers are to be uploaded in Magellan. There is no need to print them and include in the cadet's envelope.
- ☐ Seabag has been packed by the cadet and inspected by unit officer.