



**DEPARTMENT OF THE ARMY
US ARMY MILITARY POLICE SCHOOL
COMMAND AND TACTICS DIVISION
FORT LEONARD WOOD, MISSOURI 65473-8926**

ATSJ-TC

11 June 2021

MEMORANDUM FOR Students of Military Police Captains Career Course

SUBJECT: Welcome Letter

1. On behalf of the Commandant, United States Army Military Police School (USAMPS), welcome to the Military Police Captains Career Course (MPCCC) at Fort Leonard Wood (FLW).
2. Your attendance at this school is an important milestone in your career. This professional military education course is learner centric. The course consists of classroom instruction that allows students to share experiences with peers daily through small group instruction and facilitation. I encourage each of you to use the time during this course to prepare yourself to lead Soldiers and establish professional relationships with your peers.
3. Pre-course Requirements.
 - a. Microsoft Teams: Microsoft Teams is the selected Army platform to conduct training and hold conferences/meetings for groups that are not centrally located. Students must have this account active and test use of it prior to the start of the course. Refer to Annex A for instructions to obtain, activate and test your Microsoft Teams account.
 - b. Blackboard: Blackboard is the online system used by MPCCC for students to view the course flow, class PowerPoints, assignment instructions and rubrics. All students must have access to this system. Refer to Annex A for instructions to obtain blackboardaccess.
 - c. Fitness Requirements: Students must meet fitness requirements for course attendance. Email a scanned copy of your most recent APFT/ACFT scorecard, your DA Form 5500/5501 (if applicable) and any permanent profiles to your course instructor. Failure to provide documentation NLT than COB on day 0 of the course will result in the student being dropped from the course and identified as a no show in DTMS.

d. Training Certificates: Multiple online classes must be completed to conduct various training throughout the course. Refer to Annex A for a list of classes and instructions to complete the training.

e. ALERTS: Students receive ALERTS training during the resident portion of the course. Accounts must be requested for students to complete the training. Training certificates and DA Forms are sent to the email at the bottom of Annex B. Refer to Annex B for instructions to obtain ALERTS access.

f. DTS: Refer to Annex A for DTS instructions related to lodging, transportation and meals.

g. Computer Access: Students must complete a DA 2875 to receive computer access on FLW. Refer to Annex A for instructions on submission and Annex C for a pre filled 2875 example.

4. OCONUS Students PCSing. Students PCSing for the course will contact Bravo Company, 701st MP BN in order to receive in-processing guidance. Instructions to contact Bravo Company can be found at the end of this memorandum. PCSing students report NLT two Sundays prior to the course report date to complete in-processing requirements.

5. Administrative Information.

a. Classroom Instruction: Instructors will provide a class computer (to those who require one) to enable students access to the Fort Leonard Wood computer network. Students may sign for a computer during week 10. Access to Blackboard and MS Teams is required for successful course completion.

b. ACFT: Students will complete a DIAGNOSTIC ACFT in FY21, IAW Army guidance. This ACFT will not count as a grade towards the final student grade for the course and is not a graduation requirement. MPCCC 04-21 will conduct an Interim Physical Readiness Training (IPRT) assessment that will award the top female and male performer with 25-bonus points to their overall grade. Additionally, those that score above a 270 will receive special recognition during graduation. The IPRT assessment will include Hand-Release Push-Ups, Sit-Ups, and the 2 Mile Run. The scoring for these events will be covered during the residency portion of the course.

c. Uniforms: The primary duty uniform is the Army Combat Uniform in Operational Camouflage Pattern (OCP). Bring with you an adequate number of uniforms, and seasonally appropriate Army Physical Fitness Uniforms (APFU). Students reporting between September and March should bring at least one complete set of winter APFU. Students are required to bring at least one set of Army Service Uniform for formal events. Please note, females are required to wear ASU pants for graduation. One set of business casual attire is required for events such as the Commandant's Social or CG Mixer that

may occur. All required books and equipment are provided for training.

d. Physical Fitness Training: This will be conducted daily basis from 0630-0730. Changes to this will be dictated by the class training schedule. The uniform for physical training will be the seasonally appropriate version of the APFU IAW AR 670-1.

e. Field Training: This course includes limited occurrences of training in the field, requiring TA-50. TEWTs briefings are single day exercises in a training area. STAFFEX is a week long, 24 hour operation exercise conducted in the training areas. Refer to Annex D for a packing list with required TA-50 for the course STAFFEX.

f. Project Athena: During MPCCC you will take five online assessments as part of Project Athena. These assessments are not graded and will have no impact to your evaluation. These assessments are designed to provide the necessary feedback in key developmental areas to enhance the self-awareness of each officer and provide the necessary tools to take action to improve in identified developmental needs. You will be provided with assessment feedback to include coaching and learning tools and other resources to “improve or enhance” any blind spots or areas of weakness in your leadership techniques and self-development. The results of the assessments are private and it is not mandatory to share with your SGLs, however sharing the results with the SGLs for additional coaching and mentoring is strongly encouraged. Leaders who are self-aware and who put in the work stand apart from their peers. See attached Project Athena Talking Points and Stand-To for additional information and guidance on Project Athena.

g. Initial Entry Exam Study Guide: Refer to Annex E (Study Guide) MPCCC Initial Entry Exam for a list of references and topics to review prior to 0 day. The material covered on the study guide is not testable, but will benefit you in arriving prepared for the academic rigors of MPCCC. A Doctrine Pre-assessment will be administered during week one to assess student’s knowledge and understanding, but this assessment does not affect your final Grade Point Average (GPA).

h. Safety: The safety of our students who attend training at Fort Leonard Wood is a top priority. It is important that you review the information published by the Fort Leonard Wood Safety Office at <http://www.wood.army.mil/safety/>. In addition to Bravo Company policies, it is critical that you read and understand Fort Leonard Wood policies which are currently in place and to which you will be held accountable as a student during your time here. Those Command Policies are located at <http://www.wood.army.mil/newweb/policies.html>.

i. TRADOC: The TRADOC environment brings unique situations you will encounter while at FLW that specifically relate to basic trainees. Please review and understand TRADOC Regulation 350-6 prior to your arrival. This regulation can be found at

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<http://www.tradoc.army.mil/tpubs/regs/TR350-6.pdg>.

j. Reserve and National Guard: USAR and NG students attending MPCCC on active duty orders: Please see ALARACT 097/2016 for important information regarding BAH while attending the career course. Soldiers will need to check if their circumstances fall into one of the ETP categories in order to receive non locality BAH, should they have dependents. Soldiers without dependents will receive Fort Leonard Wood BAH unless they fall into one of the listed ETP categories within the above ALARACT. Please contact Bravo Company directly if there are any questions in regards to this situation.

k. Administrative Point of Contact: Bravo Company, 701st Military Police Battalion (573)596-4195 or via Facebook at <https://facebook.com/bravo.bulldogs>, for questions while on ground, Bravo Company is located at 7130 Colorado Avenue, Suite B (BLDG 840), next to the 701st MP BN HQ's.

6. The point of contact for the above course information is MAJ Chantelle Miller at chantelle.m.miller.fm@mail.mil or (573) 563-7823.

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CPT, MP
Commanding

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