

Welcome Letter

Welcome to the Summer 2025 Training at Schreiner University, Kerrville Texas, *12 July to 18 July 2026* with training events and evolutions throughout San Antonio.

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, and the Seabag List.

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

Highlights

1. Training will run from Sunday, 12th July through Saturday, 18th of July.
2. Arrive at the University NO EARLIER than 1300 (1 pm) on Sunday, 12th July and no later than 1600 (4:00 pm). The precise check-in information at the university will be updated shortly.
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. 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. A private Facebook Group will be utilized for photos during the training. That link will be sent out closer to the start of training. Please answer all Membership questions to join the group. If you invite someone, please let them know that they need to answer the questions as well.

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. 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 anyone)
2. Racial discrimination or harassment
3. Fraternization

4. Cadet to Cadet Contact
5. Hazing
6. Substance Abuse

Failure to observe these 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.

Details

Please be familiar with the information contained in this Welcome Letter before contacting the training with questions.

Registration

Please note that APPROVED billets are allocated only AFTER the following items are completed:

Step 1: Enter and/or update all of the “Parent Actions” items within your cadets’ profile, including uploading the following:

- Insurance card front
- Insurance card back
- Medical Exam form (signed by MD, DO, NP, or PA and not expired)
- Immunization Record
- Medical Supplemental (signed, if cadet will be bringing medications)
- 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: Pay the cadet fee for the training at <https://www.texasseacadets.org>. On this website, you must also fill out your Travel Information Form. Once we received payment, you will be marked as APPROVED. Your billet is not locked in until Magellan reports your billet status as "APPROVED."

Step 6: After APPROVED on Magellan, make transportation arrangements. If flying, a complete itinerary should be completed on the Travel Information Form on <https://www.texasseacadets.org>.

Payment

Once you are CONFIRMED for the training, you will can make payment on [texasseacadets.org](https://www.texasseacadets.org). PLEASE be patient on travel confirmations as the Staff works through applications while balancing personal life responsibilities.

In accordance with NSCC regulations, training payments 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.

Staff Applicants

Escort Officers and Staff Cadets who wish to staff the training should direct questions to the Site Lead at alamobattalion@gmail.com.

All Staff Cadets for Navy League Orientation must have completed POLA and must be at least a PO3. Escort Officers must have completed OMSG, OPD101, and D2L.

ARRIVALS & REPORTING PROCEDURES

1. **Escort Officers and Staff Cadets** will arrive Saturday, 11 July, between 1400 – 1600. The briefing will begin at 1600. Friday's dress will be civilian clothes, and dinner will be provided. Those flying into San Antonio Airport should schedule flights to arrive between 1200 and 1500. They will be picked up by NSCC personnel.

2. **Cadets** will arrive at the University NO EARLIER than 1300 (1 pm) on Sunday, 12th July and no later than 1600 (4:00 pm). Check-in and parking location information will be forthcoming.
3. **Contraband:** Items NOT listed on the Seabag List, including cell phones, are considered contraband and should be left with parents. This includes Staff Cadets as well. 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 may be sent home. Parents, please discuss this with your cadet.**
4. **Reporting Uniform:** Cadets are to report in appropriate civilian clothes.
5. **Cadet Training Orders:** Per the 2026 Summer Training Guidance Cadets should report to training with their orders in a 9x12 clasp envelope. Do not seal the envelope, as any awards or appurtenances will be returned in that envelope. 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.
6. **Haircuts:** Haircuts must conform to NSCC Grooming Standards. Cadets reporting to the training with hair that does not meet regulations will be sent with their parents to find a barber before check-in.
7. **Personal Money:** Once at the training location, there will be no need or opportunity for the 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 dorm.
8. **T-shirts:** All cadets have the option to purchase a T-shirt prior to training. The cost of the T-shirt is \$25. They can be purchased using the following link: texas-division-usnsc.square.site
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:** Given the time of arrival, lunch will not be provided on Sunday, 12th July, so cadets should eat prior to arrival. The first meal provided will be dinner.
11. **ID Cards:** Cadets **MUST** have a valid Sea Cadet ID in hand upon check-in. The ID should be valid through the end date of the training evolution. Cadets must have their ID card on hand at all times.
12. **Need information?** Please do not call the University for information. If you have questions or become lost in transit, contact summertrainingtx@gmail.com

Air Travel

1. Airport: Cadets traveling by air must fly into San Antonio Airport for pickup by NSCC personnel. Cadets flying into other airports must arrange their own transportation to the University.
2. Arrival Time: Arrivals to San Antonio Airport must be on Sunday, 12th July, between 0900-1400 (9am – 2pm). If the arrangements cannot be made to arrive at this time, please contact the COTC (summertrainingtx@gmail.com).
3. Flight Itinerary: All cadets who will be traveling by air must include their flight information on the Travel Information Form.
4. 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.
5. Travel Funds: Cadets should have funds to pay for excess or overweight baggage, if applicable. Different airlines have different rules about baggage charges.

Medical Check-in & Restrictions

1. 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 (morning and evening). If cadets bring an inhaler or epi-pen, they will keep it with them at all times and use it as needed.
2. All medications (prescription and over-the-counter) must be documented on the Medical History Supplemental with all required signatures.
3. 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.
4. The final determination of participation in training due to a medical condition lies with the Commanding Officer of the Training Command, per NSCC regulations.
5. 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 that is what has been issued). PT Gear will be needed daily. Dress uniforms are not required. If this changes based on guidance from NHQ, we will send an update.



- **Escort Officers:** The working uniform for uniformed staff will be NWU Type III or the Alternate Uniform outlined in the Uniform Manual. It is important for University officials to be able to easily identify us. If you are wearing the Alternate Uniform, please make sure it is the authorized one with the Sea Cadet logo from Vanguard.

Communication

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 emails of encouragement to their cadet during the training. Send emails to summertrainingtx@gmail.com with the cadet's name and training in the subject line. These will be printed and distributed to cadets each day during mail call. This email address will not be monitored before training starts.

Please avoid emailing anything that may be distressing to your cadet during training, i.e., excessive "I miss you," news of a relative's sickness, death of the family pet, or details of the family's vacation without them. It is difficult enough for some cadets to be away from home for an extended period of time. This only makes it more stressful for your cadet, and the news can surely wait until the 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. Your communication with them is one-way, as they will not be able to respond.

Any cadet possessing a cell phone after check-in may result in the cadet being sent home. Parents, please discuss this with your cadet. Cadets who are removed from training forfeit the training fee and advancement credit. Staff Cadets are also not permitted to keep their phones during training. They will be provided with two-way radios for communication.

Facilities

- **Lodging:** Cadets will be lodged at the University dorm rooms. Males/females must stay in their designated area within the dorm. Sheets, blankets, and a pillow are required and listed on the Seabag List.
- **Laundry:** There are laundry facilities in the dorm and cadets will have 1-2 opportunities to wash 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 Services unless the training is offsite during meal times. Any special dietary needs (not preferences), must be communicated to the COTC. We must finalize our meal order with the University a month before the training. Food allergies should be noted on the medical profile.

Graduation and Departure Procedures

- Graduation will be on 18th July at 0900. The location is still to be determined, and we will communicate that as soon as possible. Family and friends may socialize with the cadets only after the conclusion of the graduation ceremony.
- Authorized Sign-Out: All cadets must be signed out by an authorized adult listed on their Travel Information Form before the cadet's envelope is returned and the cadet is authorized to depart. (This does not include cadets who are flying.)
- Departure Time: Cadets can expect to be able to depart training by 1100. All flights departing San Antonio should be scheduled after NOON.

Questions/Concerns

Unit Commanding Officers or Training Officers are the first contact point for questions or concerns. If you have checked the Welcome Letter and double-checked with your CO or TO with questions, then feel free to contact the COTC with additional questions: summertrainingtx@gmail.com. Please do not contact Schreiner University directly. They will not have the answers you are seeking. If there are any changes to the information presented in the Welcome Letter, they will be communicated via email as soon as possible.

We are looking forward to an exciting training evolution this summer.

Welcome Aboard!

LT Jason M. Heinen, USN (Ret)
Training Director

SEABAG LIST

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 seabag items, so labeling is essential. *YOU DO NOT NEED DRESS UNIFORM UNLESS YOU ARE PARTICIPATING IN COLOR GUARD.*

Qty	Item
1	9x12 clasp envelope unsealed with signed Orders
1	USNSCC ID card, current
1	Seabag – labeled with Cadets Name
2	Sets of working uniforms (NWU Type III) with USNSCC (or NLCC) flashes
6	Crew-neck undershirts (brown for NWU Type III)
1	Black web belt with silver tip and buckle
1	8-point cover (NWU Type III)
1	Black boots – broken in
6 pair	Black boot socks
1-2 pair	Blousing straps
6 pair	Underwear
1	PT shorts, navy blue – official Sea Cadet
1	PT shirts, gold – official Sea Cadet
3-4	Additional PT-type gear (navy blue shorts/gold t-shirt) for sleeping
1 pair	Athletic shoes/sneakers
6 pair	White socks (ankle or higher) for PT
1 pair	Shower shoes/flip-flops
2	White bath towels
2	White wash cloths
1	Extra bath towel for swimming
1	Swimsuit, solid black or navy blue (one-piece for females, no speedos for males)
1	Laundry bag, large, mesh (for dirty clothes)
4 pods	Tide pods (pods only please stored in small Tupperware)
1	Hygiene kit including soap, toothpaste, toothbrush, shampoo, deodorant, chap stick, comb/brush, talc/baby powder, nail clippers, anti-fungal foot powder, extra shoelaces; Males – razor and shaving cream if applicable, Females – sanitary items and hair care items, bobby pins, etc. Moisturizers are acceptable, no cosmetics. No aerosols.
1 pkg	Moleskin (for blister prevention)



1	Shoe shine kit (shoe shine paste, not liquid)
4	Hangers
1	Hydration gear: canteen with web belt, attachable water bottle, or camelback
2	XL Twin size flat sheets – white
1	Blanket; navy blue or gray
1	Pillow with white pillow case
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	Black digital sports watch w/ alarm OR battery powered alarm clock
1	Flashlight with spare batteries
	OPTIONAL ITEM(S)
1	Book, personal, military themed
	TRAINING SPECIFIC – ADDITIONAL ITEM(S)
MAA	
1	Sports Mouthguard
COLOR GUARD	
1	Whites, Dress w/ribbons (NSCC)
1	Dixie Cap, White (NSCC, NLCC)
3	Crewneck undershirts, White (NSCC, NLCC)
1	Black dress shoes (NSCC, NLCC)
1	White Belt with Buckle (NSCC)
1	Neckerchief (NSCC)
1	Garment Bag w/hangers
1	Slacks, Black (NLCC)
1	Shirt, White Dress w/patches (NLCC)

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* |

*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.



U.S. NAVAL SEA CADET CORPS

CHART YOUR COURSE

- Medications must be submitted to the Health and Wellness Officer upon check-in. Each medication should be in the original container with dosage instructions and should be submitted in a Ziploc bag label with the 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 the cadet's last name and first initial.