



DEPARTMENT OF THE ARMY
CHARLIE BATTERY, 2ND BATTALION, 6TH AIR DEFENSE ARTILLERY
BUILDING 2745 MINER ROAD
FORT SILL, OKLAHOMA 73503

REPLY TO
ATTENTION OF:

ATSA-TPY-C

17 September 2024

MEMORANDUM FOR RECORD

SUBJECT: Army Medical Department Direct Commissioning Course Reporting Instructions

1. The effective following guidelines should be adhered to when reporting to the Army Medical Department (AMEDD) Direct Commission Course (DCC):
 - a. Report to DCC from 1200-1700 on your class report date. You will report in conservative civilian attire (see Welcome Letter) to Building 2745 Miner Road, Fort Sill, OK 73503. If you think you will be late arriving, please contact the Charge of Quarters Desk at (580) 558-5214 or the First Sergeant at (580) 558-5217.
2. What to expect when you report:
 - a. Sign in
 - b. Turn in a copy of all current physical profiles
 - c. Platoon Assignment
 - d. Complete Personal Data Sheet
 - e. Room assignment; with a roommate(s) of the same gender
 - f. Inventory and sign for equipment on bunk
 - g. Conduct privately owned vehicle (POV) inspection and make copies of driver's license, registration and insurance (if applicable)
 - h. Receive briefing for your first day of training
 - i. Ensure you have all documents for your first day of training (reference the Welcome Letter)
 - j. Please note all documents are required to complete a DA Form 1506 (must be Army version) in order to update your pay to reflect your time in service. **This process may take up to 120 days if all paperwork is CORRECT. If you DO NOT bring ALL required paperwork, DO NOT expect your time in**

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**service to be updated while at DCC. Ensure you have enough copies of
your paperwork before coming to DCC.**

3. Point of contact for this action is SFC Luna, Benjamin at
benjamin.lunatorres2.mil@army.mil.

ROCHELE M. TILLET
CPT, AD
Commanding