



22 MAY 2025



## Welcome to the AMD System Integrator Warrant Officer Basic Course (140A)

You are receiving this letter because you have a current ATRRS reservation for the AMD Systems Integrator Warrant Officer Basic Course class \_\_\_\_\_. Congratulations on your selection as a new Warrant Officer! Our team of instructors look forward to assisting you in your growth as you aspire to become technical experts in your field. Below are some coordinating instructions to assist with your transition to the Lawton/Fort Sill area, **read this letter carefully.**

**As of 01 JAN 2025, the 140A Warrant Officer Basic Course is a PERMANENT CHANGE OF STATION for all students (Active Duty, Army National Guard, and U.S. Army Reserve).**

If you are **NOT** attending WOBC class \_\_\_\_\_, please let me know immediately.

### Reporting:

**You must report NLT \_\_\_\_\_.** **You will contact your primary instructor on your report date.** If early reporting is authorized, ensure that you report to me (Room 219, BLDG 2760) if during duty hours, or by phone if after hours/weekend/holiday.

### In-Processing

Your first day of class is \_\_\_\_\_. You will report to Building 2760, Hopkins Hall, Room 219 at 0600 in APFU uniform to begin in-processing and HT/WT. Room 219 is located on the second floor of Hopkins Hall. **Do not be late.**

Unlike most installations, you will be in a “*student status*” while attending this course. **DO NOT** report to the Welcome Center (BLDG 4700) for in-processing. You will eventually coordinate with specific agencies at the Welcome Center (housing and transportation) but you will **NOT** in-process there like a traditional PCS for permanent party. Finance in-processing will be completed during the first week of your class.

### Prerequisites (verified upon arrival)

- 5x copies of your PCS orders
- Copy of your PCS leave
- Government Travel Card on hand and activated
- Security Memo
- Cyber Awareness and AUP complete

## Army Fitness Test (AFT)

You will take two (2) record AFTs during this course; the initial AFT between week 1 and week 2 and the final AFT during your last 4 weeks of the course, weather dependent.

## Uniforms

You will have serviceable:

- APFU
- OCP with 30<sup>th</sup> BDE Patch (**due to limited availability on and around post this may take time, which we understand**).
- ASU or AGSU – for graduation, formal events, and any special activities where the ASU or AGSU are the prescribed uniform.
- Set of business casual civilian attire to accommodate any opportunities for seminar attendance and/or “casual” BN/BDE events.

## Admin

- **DO NOT** schedule appointments during the course until confirming with your instructors first.
- **Released from your losing unit:** Ensure your S1 and DTS Operators have released you from their hierarchy.
- It is important that you have an active GTC and are released from your losing unit's DTS hierarchy.

## Housing

There are many housing options available in the Lawton/Fort Sill Community. Although you are a student, on-post housing **IS** available to you. For more information, contact Corvias Housing at [sill.familyhousing@corvias.com](mailto:sill.familyhousing@corvias.com) or by phone at 580-581-2144. See the attached flyer.

## To Do:

1. Text your instructor, (information below) with your rank and full name when you arrive on Fort Sill, NLT your report date.
2. Bring a copy of your STP and your most recent record ACFT/AFT scorecard.
3. Ensure you provide your security clearance memorandum to the personnel listed in the body of the email you received.
4. Ensure you have an **active GTC**.
5. **Ensure your losing unit releases you from DTS.**
6. **Ensure S1 releases you from the losing unit's UIC.**
7. **Complete your Cyber Awareness (and sign the AUP on the same day) within 30 days of your course start date.**
  - a. If you fail to complete and upload correctly your account will get deleted during the course.
8. Action any MEDPROs and HR Metrics that may go overdue in the next 90 days as actions/appointments can be difficult on Fort Sill. Once you sign out on PCS leave update your Tricare region with the Tricare WEST Service Center.
9. If the government is moving your HHG, try to coordinate your HHG shipment arrival prior to 30 June 2025. We understand if this isn't possible, and our instructors will work with you on a case-by-case basis to ensure you have time to receive HHG or

collect POV's, if shipped.

Lastly, we understand that while you are on PCS leave, issues may arise. Record my information and contact me (CW3 Scott)// [randolph.w.scott.mil@army.mil](mailto:randolph.w.scott.mil@army.mil) if you have any issues or concerns between now and your start date.

We take training the technical experts of tomorrow very seriously. I ask that you come here with an open mind and a focus shifted away from yourself, and toward your fellow students and future cohort. Their success is your success, and there is no room in this class for selfishness, arrogance, or unprofessional behavior.

If you have any questions, please contact the instructors via any of the following methods. Office number DSN 639-4350, Commercial at 580-558-4352, 580-558-4350 or email the 140A Warrant Officer Education System (WOES) organizational email at [140A.WOES@army.mil](mailto:140A.WOES@army.mil)

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140A WOBC Course Manager