



DEPARTMENT OF THE ARMY
CHARLIE BATTERY, 1ST BATTALION, 78TH FIELD ARTILLERY REGIMENT
4401 BLAIR ST.
FORT SILL, OKLAHOMA 73503-4402

ATSF-BBC

17 April 2026

MEMORANDUM FOR Non-Initial Entry Training (N-IET) Students attending the 13B10 Advanced Individual Training

SUBJECT: 13B10 Advanced Individual Training Welcome Letter

1. On behalf of the Commander and First Sergeant of Charlie Battery, 1st Battalion, 78th Field Artillery, congratulations on being selected to become a member of the Army's most lethal branch. Our mission is to provide you with a foundation of skills and knowledge to become a combat ready Soldier qualified in the Field Artillery core competencies.
2. The 13B Advanced Individual (All) course is a rigorous six-week program designed to equip Soldiers with the foundational skills necessary to operate as effective members of a Field Artillery Section. Training includes instruction on radio communications, ammunition identification and handling, preventive maintenance on Artillery systems and support equipment, occupation procedures and howitzer crew drills. The course culminates in a live-fire exercise that validates each Soldier's ability to perform in a simulated combat environment.
3. Upon your arrival at Fort Sill, all N-IET, TDY students will report to the Charlie Battery CQ desk, located at Anderson Hall, BLDG 4401 Blair St, Fort Sill, OK, 73503. The CQ phone number is 580-695-8394. Students must report NLT the Friday prior to class start date. When reporting you must be in duty uniform. Students will bring physical copies of all specified documentation required for in-processing (see below). If you arrive prior to your report date you will still report to the CQ desk at Anderson Hall. After in-processing you will be given further instructions from the Drill Sergeant on duty, as well as issued linen and living quarters. Break in service soldiers will report to 95th AG BN, 434 Field Artillery BDE when you arrive. Failure to arrive to Fort Sill on the Report Date will result in a NO SHOW. 1-78 Field Artillery Battalion conducts pickups from 434 BDE on Fridays at 1400, every week. Students are not authorized and will not be received if they are on a temporary profile
 - a. Students not stationed on Fort Sill will be authorized to use the dining facilities on-post seven days a week.
 - b. Students are encouraged to bring their POV or get a unit provided rental vehicle. 1-78 FA is not responsible for providing rental vehicles. While attending 13B AIT the only transportation provided (to chow and training areas) are buses with all IET students.

c. Students are not authorized to attend 13B AIT on temporary profile.

4. 1st Battalion, 78th Field Artillery conducts consolidated graduations on Thursdays (unless otherwise identified to deconflict with federal holidays). This date may not match your Army Training Requirements and Resources System (ATRRS) end date (see attached for actual graduation date memo). It is imperative that you ensure your TDY authorization runs through the correct date for graduation. For graduation, you will need your full issued Service Uniform (AGSU or ASU). The graduation ceremony is typically scheduled for 1100 on graduation day. Students should not schedule return flights before 1600 to allow enough time for out-processing.

5. Charlie Battery student mailing address is:

Last Name, First Name, 13B
Charlie Battery, 1-78 FA
4401 Blair St
Fort Sill, OK 73503

6. When reporting, students must have at least one copy of the following documents:

a. Assignment Orders

b. DA Form 1610 / DTS Orders or DA Form 4187 if stationed on Ft. Sill.

c. Soldiers who are TDY enroute must have an approved IPPS-A leave from their losing unit.

d. SGLV-8286 (SGLI) and DD Form 93 (Emergency Data)

e. DA Form 3349 / MMRB (if applicable)

f. Permanent profiles must have the same date, or later date as your physical examination or the profile is not valid.

g. Soldier Talent Profile

h. Promotion orders (if the current grade does not reflect accurately on the STP)

i. Military Common Access Card (CAC) and Identification Tags.

j. TDY Soldiers must have their units 1SG and Battalion CSM's name, phone number, and e-mail address when arriving at C BTRY.

7. Charlie Battery, 1st Battalion, 78th Field Artillery does not authorize students the possession or use of privately owned weapons or the use of motorcycles while

attending 13810 Aff-. Students are not authorized to bring weapons or motorcycles to Charlie Battery or its other facilities.

8. Privileges for reclassified and prior service personnel.

- a. Although reclassified Soldiers are subject to IET policies and procedures, their privileges are the same as those of permanent party members of equal grade. They will be treated with dignity and respect due to their respective grade. To remain in a N-IET status you must not receive any negative counseling for misconduct while at the schoolhouse.

JOSHUA, K. WINTON
CPT, FA
COMMANDING

PACKING LIST

QTY	ITEM
1	Assault Pack - waist pack included
1	E-Tool with carrying case
3	Mag Pouches (or TAP system)
2	Canteens
1	Canteen Cup
1	Wet Weather Bag
1	Laundry Bag
2	Duffle Bag
1	Cold Weather Top/Bottom
1	Wet Weather Top/Bottom
1	IFAK with insert
1	Sleeping Mat
1	Complete sleep system (stuff sack, inner shell, outer shell, bivy cover)
1	Camelback with bladder
1	Complete ACH (chin strap, helmet pads, cover)
1	FLC or TAP system
1	IOTV (complete set with front and back plates)
1 Pair	Gloves
1	Eye pro
1	Fleece Jacket
	AGSU or ASU complete set
1	Coat
1	Pants
1	SS Shirt
1	LS Shirt
1 Pair	Shoes
1 Pair	Socks
1	Tie
1	Cover (Beret or Cap)
1	Belt