



DEPARTMENT OF THE ARMY
DELTA BATTERY, 1ST BATTALION, 78TH FIELD ARTILLERY
4407 LIBERTY ROAD
FORT SILL, OKLAHOMA 73503-5013

ATSF-BBD

27 March 2025

MEMORANDUM FOR Non-Initial Entry Training Soldiers attending Fire Control Specialist MOS-T Course

SUBJECT: Student Welcome Letter

1. Congratulations on volunteering to attend the Fire Control Specialist Course at the Fires Center of Excellence (FCoE). This information letter is intended to assist incoming Soldiers reclassing to the MOS 13J with reporting and in processing instructions.
2. You will report to 1-78 FA BN, 428 Field Artillery BDE, when you arrive during duty hours of **0500-1700 report to BLDG 4402 Blair St.** If you report after duty hours **1700-0500 report to D BTRY, BLDG 4407 Liberty Rd.** D BTRY CQ
Phone: (580)-442-8788

Failure to arrive to Fort Sill on the Report Date will result in a NO SHOW. Students are not authorized and will not be received if they are on a temporary profile.

3. Students are required to have the following to be received from 78 FA BN:
 - a. **Three (3) copies of orders (DA Form 1610, DTS travel voucher)**
 - b. **Military Common Access Card (CAC)**
 - c. **ID Tags (DODID, not SSN)**
4. Lodging will be provided to you from the unit. Any use of hotels or private housing is not authorized. You will be lodged at BLDG. 4407 Liberty Rd. You are not authorized to bring your dependents with you to stay in provided billeting during this course. As a student in NON-IET status you will have additional privileges given to you.
5. Meals are provided to you via on post dining facility (DFAC).
6. You are **NOT** authorized to bring Privately Owned Weapons (POW) to the course, this includes but is not limited to personal firearms, ammunition, knives with a blade length over 3 inch (or any lock blade knives/ throwing knives), pyrotechnics or fireworks, bows and arrows, nunchaku or oriental fighting instruments, tasers or taser equipment, and pepper spray.
7. Students are authorized and encouraged to bring their Privately Owned Vehicles (POVs). Rental POV's are also authorized. Classes during this course are held at

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Burleson Hall BLDG. 707 Condon Rd. Students who bring their POV's must have proof of insurance, valid driver's license, and current registration. Students are not authorized to bring their ATV/Motorcycle. Any student caught will be recommended UCMJ and their unit will be informed of the incident.

Soldiers who bring a POV/Rental authorized parking lot is across the street from D BTRY (BLDG 4407 Liberty Rd.)

8. Graduation will be in Army Combat Uniform. Do NOT plan to depart or schedule transportation through DTS prior to 1700 hours on the day of graduation.
9. The following website listed pertains to driving directions and information once you get to the Airport on how to get to Fort Sill either by Rental Car, Taxi, or Shuttle Service:

<https://fortsillgraduations.com/get-to-fort-sill/>

10. The point of contact for this memorandum is 1SG Kyle Gee at (580)-678-4916 or at kyle.r.gee.mil@army.mil.



LILLIAN N. KOHL
CPT, FA
Commanding