



Department of the Army  
C Battery, 1st Battalion, 22nd Field Artillery  
Fort Sill, Oklahoma

**Welcome to Basic Combat Training**

Greetings from Fort Sill, Oklahoma. I am Captain Kinnamont, and alongside First Sergeant Utley, we make up the Command team for your Trainee during their time in Basic Combat Training. We are pleased to inform you that your Trainee has safely arrived, completed initial in-processing, and has begun their 10-week journey towards becoming a Soldier in the United States Army.

**What to expect during Training**

Over the next ten weeks, your Trainee will undergo rigorous, challenging, and transformative training designed to prepare them to succeed in today's modern Army. They will learn critical battlefield skills, develop discipline, and build the confidence and resilience needed to serve effectively as a Soldier.

Our Drill Sergeants are highly trained, professional Noncommissioned Officers selected from among the best in the Army. They serve as coaches, mentors, and leaders—dedicated not only to your Trainee's graduation but to developing motivated, disciplined, and capable Soldiers who live by the Warrior Ethos and Army Values.

**Communication from Your Trainee**

You should have already received a brief phone call confirming your Trainee's arrival. Please understand that their time is highly structured and demanding, and regular communication is limited. Trainees are generally allowed 30 minutes of phone time each Sunday, but this is a privilege and may be revoked for poor performance or misconduct.

**Important:** Please avoid calling your Trainee. Personal phones are secured during the training cycle. If there is ever a significant concern about your Trainee's well-being, either we will reach out, or your Trainee will be permitted to contact you directly.

**How You Can Support Your Trainee**

Encouraging letters from home are one of the best morale boosters for Trainees. I strongly encourage you to write regularly. Trainees are given time to write back when possible.

Please use the following mailing format:

Rank Last Name, First Name

Charlie Battery, 1<sup>ST</sup> BN 22<sup>ND</sup> FA

\_\_\_\_#PLT, Class #76-25 (Platoon # should be given to you by your Trainee)

6007 Rothwell Street

Fort Sill, OK 73503

**EXAMPLE:**

PFC Trainee, Soldier

Charlie Battery, 1<sup>ST</sup> BN 22<sup>ND</sup> FA

2<sup>nd</sup> PLT, Class #76-25

6007 Rothwell Street

Fort Sill, OK 73503

## **Sending Packages**

Trainees have limited storage space and are able to purchase everything they need through the on-post Exchange. If you choose to send a package, please keep it simple. Below are a few recommended items:

- ✓ Stamps
- ✓ Paper and envelopes
- ✓ Unscented hygiene items
- ✓ Special laundry soap

**Please do not send packages within three weeks of graduation (on or after November 10, 2025).**

Trainees begin preparing to ship to their Advanced Individual Training (AIT) locations during this time, and any mail received after this window **may not reach them before departure**.

Additionally, if you decide to send any **uniform-related items**, please be cautious. We often see families spend money on items that are **not compliant with Army Regulation 670-1 (AR 670-1)**—such as boots, name tapes, or undershirts—that Trainees **are not authorized to wear in uniform**. When in doubt, it's best to check with your Trainee or avoid sending uniform items altogether, as all required gear is issued or can be purchased locally through approved sources.

**PLEASE LIMIT PACKAGES** – Trainees are only allotted a small drawer for personal items. Please scan the QR code below for the Brigade Contraband Policy for items that trainees are **NOT** allowed to possess, introduce, or otherwise use while in Initial Entry Training (IET) status.



## **Frequently Asked Questions**

### **How is my Trainee treated?**

With fairness, dignity, and respect. Abuse of any kind is not tolerated. Drill Sergeants are trained professionals with your Trainee's development and safety as their top priorities.

### **Can they attend religious services?**

Yes. Trainees are offered weekly services for various faiths and access to Army Chaplains at any time.

### **What if my Trainee fails part of BCT?**

If a Trainee fails to meet any of the graduation requirements, every effort will be made for the trainee to retake the failed portion. In the event the Trainee cannot pass or retake that portion, they will be transferred (recycled) to another unit on Fort Sill to complete the remaining training requirements. We will ensure that your Trainee is allowed to call home to keep you updated on their status.

### **What if my Trainee is injured?**

Trainees receive prompt care at Fort Sill's medical facilities. Serious injuries may result in reassignment to the Warrior Training Rehabilitation Program (WTRP) for recovery and future continuation of training.

## **Emergency Contact**

For true emergencies, the best means of notifying your trainee will be to contact the American Red Cross who are open 24/7 at **1-800-RED-CROSS**. Their field office will coordinate directly with us to notify your Trainee. Emergency leave may be granted on a case-by-case basis for events like the serious illness or death of an immediate family member.

## Family Day and Graduation

Provided your Trainee meets all Basic Training requirements, they will be able to participate in:

- **Family Day:** November 27, 2025, from 0900 to 2000 (9:00 AM – 8:00 PM)
- **Graduation:** November 26, 2025, beginning at approximately 0930 (9:30 AM).
  - ❖ Following graduation, trainees will be released to their families until 2000 (8:00 PM) within the immediate Lawton/Ft. Sill area.

**All individuals age 12 and older attending Family Day or Graduation must have a valid Real ID-compliant identification** to access Fort Sill (US Passports comply with all Real ID requirements). If any individual attempting to enter the installation has a **felony conviction**, they **will not be allowed on post**. For more information on Real ID compliance or visitor access procedures, please contact the Fort Sill Visitor Control Center at **580-442-9604** or visit <https://sill-www.army.mil/vcc/>.

We understand that families may want to make travel arrangements early to secure the best options. However, we strongly recommend **purchasing travel insurance** or booking **flexible travel plans** that allow for changes or cancellations. Your Trainee's graduation status may change depending on training performance, and graduation is not guaranteed until all requirements are met—usually confirmed during Week 9 (after the Forge).

The graduation ceremony will be **live streamed** at <https://firescenter.ravnur.com> for those unable to attend in person. Please be aware of fake links or scams that may appear on social media. Only trust information provided by the **official 434 Brigade Facebook Page Administrator**.

## Shipping to AIT (Advanced Individual Training)

Graduates will depart for AIT **on or around November 28, 2025**, using **government-provided transportation only**. Those attending AIT at Fort Sill (13 Series, 14 Series, 94M, 94S) will move to their gaining units the afternoon of graduation.

## Contact Information

We are committed to your Trainee's success and transformation into a Soldier. The best place for updates is our **Brigade Facebook Page**:

Brigade Facebook: <https://www.facebook.com/ftsillbasictraining>

Graduation Live-stream: <https://firescenter.ravnur.com/>

Public Website: <https://sill-www.army.mil/434/1-22/Charlie>

For urgent matters, we can be reached by email. First Sergeant and I attend all trainings with your Trainees but we check our emails often.

Battery Commander: CPT Kinnamont

Email: [kristofer.v.kinnamont.mil@army.mil](mailto:kristofer.v.kinnamont.mil@army.mil)

First Sergeant: 1SG Utley

Email: [zachary.r.utley.mil@army.mil](mailto:zachary.r.utley.mil@army.mil)

Transforming your Trainee from a civilian into a United States Army Soldier is our mission—and an honor. We are committed to doing whatever it takes to ensure your Trainee's success, but it all starts with their will and determination.

With your support and encouragement, they will rise to the challenge—just like the countless Soldiers who have come before them.

Respectfully,

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Kristofer V. Kinnamont  
Captain, FA  
Commanding