



Basic Training Information

A / 1-40th Field Artillery

"Apaches"



CLASS# 517-25

17 September 2025 – 21 November 2025

****Please READ this ENTIRE letter. It contains important information that will answer most questions you may have about Basic Combat Training, both for you and about your Soldier.****

FROM THE COMMANDER:

Greetings! I am Captain Malachi D. Leece, your Soldier's Battery Commander during Initial Entry Training into the United States Army. Your Soldier has arrived safely at Fort Sill and will begin Basic Combat Training in Alpha Battery, 1st Battalion, 40th Field Artillery. During the nine-week training period, your Soldier will learn the basic skills that are required to survive and win on today's modern battlefield. The training will be strenuous and demanding, but the tasks performed will help each Soldier develop the discipline and self-confidence necessary to be a successful Soldier in today's Army.

I want you to know that the Cadre who will train your Soldier are a highly dedicated group of professionals who are genuinely concerned about the health, welfare, and training of each Soldier. We consider your Soldier to be the Army's most important asset, and I will personally ensure that we make your Soldier's basic training experience both challenging and rewarding.

YOU WILL HEAR FROM YOUR SOLDIER SOON!

By now, you should have already received a phone call from your Soldier. All Soldiers are given the opportunity to call home within the first 72 hours upon arrival to Alpha Battery. Afterwards, Soldiers are occasionally afforded the **PRIVILEGE** to utilize the telephone; however, Soldiers may have this privilege revoked for poor performance or misconduct. I ask that you not attempt to contact your Soldier by phone. If there are any concerns regarding the health and welfare of your Soldier, a Cadre member will personally contact you, or your Soldier will be permitted to call home on a case-by-case basis.

YOUR SOLDIER WANTS TO HEAR FROM YOU!

Whether or not this is your Soldier's first time away from home, I am sure that your Soldier will miss you a great deal. I strongly encourage you to write at every opportunity. Your Soldier will have ample time to write to you as well. When writing your Soldier, please use the following address:

Rank, Last Name, First Name
Alpha Battery, 1st BN, 40th Field Artillery
____ Platoon (Example: 4th PLT), Class# 517-25*
5955 Rothwell Street
Fort Sill, OK 73503-5001

If you are unsure about your Soldier's Platoon, please exclude this information on your initial letter. We will ensure that your Soldier receives your mail and can update you on his/her specific Platoon number for future correspondence.

PLEASE REFRAIN FROM SENDING PACKAGES! Your Soldiers only have a small drawer to store personal items and will not have space to keep items sent from home. The US Army provides for your Soldier, however, should your Soldier need to, he/she will have the opportunity to **purchase everything else he/she might need here at our local Post Exchange.** If you choose to send your Soldier a package, please have your Trainee coordinate with his/her Drill Sergeant prior to sending packages and ensure to observe the following guidelines:

- ☐ No alcohol or products containing alcohol, tobacco, or narcotics
- ☐ No weapons
- ☐ No radios, TV's, cameras, or other electronic devices
- ☐ No pornographic or morally questionable materials
- ☐ No magazines
- ☐ No food items, candy, cookies, snacks, etc. (These attract rodents and can cause a disease outbreak.)
- ☐ No MEDICATIONS (Any medication (over-the-counter or prescription) will be provided by Army Medical professionals.)

The above items are CONTRABAND for your Soldiers while they are in Basic Combat Training.

WHAT CAN I DO TO ASSIST MY SOLDIER DURING TRAINING?

The best thing you can do is write as many encouraging letters as possible. Soldiers look forward to daily mail call. Small, tasteful photos are also a great motivator for Soldiers, which they may hang inside their personal wall locker.

HOW ARE THEY TREATING MY SOLDIER?

Today's Soldiers are treated fairly and firmly, with dignity and respect. Abuse of any kind is not tolerated. Drill Sergeants are selected from among the best Non-Commissioned Officers in the Army and are highly qualified to train, lead and, and instruct your Soldier as they begin their journey with the United States Army.

MAY MY SOLDIER ATTEND RELIGIOUS SERVICES?

Yes. Soldiers have the opportunity to attend weekly religious services of various denominations and bible study. Soldiers are also permitted to seek counseling from an Army Chaplain, who is on call 24 hours a day to attend to any needs that the Soldier may have while in Basic Combat Training.

WHAT HAPPENS IF MY SOLDIER FAILS A PORTION OF BASIC TRAINING?

If a Soldier fails to meet any of the graduation requirements, every effort will be made for the Soldier to retake the portion he/she fails. In the event the Soldier cannot pass or retake that portion, he/she will be considered for a transfer (recycle) to another unit to complete the remaining training requirements.

IN CASE OF EMERGENCY

Should an emergency arise, the best means of notifying your Soldier is through your local American Red Cross field office. The field office in your area will contact the Lawton, Oklahoma field office, who will, in turn, contact me. In extreme cases, such as serious injury or death affecting immediate family members, an emergency leave of absence may be granted (on a case-by-case basis only). Other leaves of absence during training are not normally authorized.

WHAT HAPPENS IF MY SOLDIER IS INJURED DURING TRAINING?

Should any injury occur, your Soldier will receive appropriate medical attention from Fort Sill's state of the art medical facilities. Additionally, Drill Sergeants are Combat Lifesaver qualified and carry medical aid kits. Injuries that prevent Soldiers from graduating will be handled on a case-by-case basis. Any Soldier who is injured during training and cannot complete the remaining training requirements will be transferred to the Physical Therapy and Rehabilitation Program (PTRP) to recover. Once the Soldier recovers, he/she will be sent to another training unit to resume the portion of training he/she missed.

TOWN HALL, FAMILY DAY, AND GRADUATION INFORMATION

Provided he/she meets all Basic Combat Training graduation standards and is not facing any administrative actions, your Soldier will **graduate on Friday, 21 November 2025** at **TBD** at the **TBD** located at **Address, Fort Sill, OK 73503**. Your Soldier should know his/her graduation status by the end of the 8th week of training.

SHIPPING TO ADVANCED INDIVIDUAL TRAINING (AIT)

Your Soldier will ship to AIT beginning on **21 November 2025** via government-provided transportation. **No Soldier is authorized to proceed to AIT by any method other than what is coordinated by the**

government. Field Artillery and Air Defense Artillery Soldiers who are attending AIT here at Fort Sill will ship to their gaining unit by the afternoon of graduation.

HOLLIDAY LEAVE AND TRAVEL

The holidays are a critical point for travel within the Army and we take the moments we get to spend with family as some of the most important times in our year. Please know we will make every effort to keep you up to date through your Service Member by phone and mail, via our Facebook page and through the Fort Sill information systems.

POINTS OF CONTACT

If I can be of assistance to you in any matter relating to your Soldier, please feel free to contact me by phone or email:

Battery Commander: CPT Leece, Malachi

Phone: 580-442-1206

Email: malachi.d.leece.mil@army.mil

//Original Signed//

MALACHI D. LEECE
CPT, FA
Commanding

Useful Websites:

Fort Sill Live Stream: www.fortsillgraduations.com

Fires Center of Excellence