

Advanced Training Checklist

1. Cadets must speak with their chain of command and the Training Officer about their training interests. If you have not completed Recruit Training, you must complete it prior to attending any other trainings.
2. Have you submitted your NSCTNG001, National Training form to the Training Officer? All blocks must be completed and you may email it to the Training Officer in PDF format. Do not email files as JPEG or any other format.
3. Once you have discussed your training interests with the Training Officer and submitted your completed 001 form, payment must be made for the training. *Note:* If you have contributed to command fundraising efforts we may be able to cover some of the cost of the training. There is no guarantee.
4. Once you have received your confirmation of acceptance you may then book your travel reservations. **DO NOT BOOK YOUR TRAVEL UNTIL YOU HAVE BEEN CONFIRMED.** *Note:* The guardian of the Cadet(s) must arrange all travel planning and expenses. Fort Spokane Battalion cannot cover travel expenses.
5. Once you receive confirmation of acceptance you will receive a seabag list from the CO of the training. Please review the list. If you need additional uniform items Cadets must request them at the next drill. **DO NOT WAIT UNTIL THE LAST MINUTE!** Fort Spokane Battalion staff have been instructed by the Commanding Officer that they do not need to act expeditiously due to Cadets not meeting their own responsibilities.

REMINDER: Advanced trainings fill up very quickly. Do not delay if you want to attend training. Cadets need to ensure their coursework is completed prior to signing up for trainings. If you're going to Recruit Training, your Basic Military Requirements course must be completed. If Cadets delay completing the prerequisites of training and the training fills up, there is nothing we can do for them except recommend a different training. **BE PREPARED!**