

Welcome Aboard Pamphlet



**Leadership Development Center
at the U. S. Coast Guard Academy
New London, CT 06320**

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Welcome Aboard Pamphlet

For Students of the Leadership Development Center

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Superintendent
U. S. Coast Guard Academy
Leadership Development Center
37 Mohegan Avenue
New London, CT 06320-4195
(860) 701-6371

**QUESTIONS ABOUT THIS PAMPHLET SHOULD BE ADDRESSED TO THE
LEADERSHIP DEVELOPMENT CENTER AT (860) 701-6371**



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OVERVIEW

Introduction This pamphlet has been designed to assist students who have received orders to the Leadership Development Center at the USCG Academy, New London, CT

Topics Covered The following topics will be covered in this Welcome Aboard Pamphlet:

- Transportation
- When You Arrive
- Quarters
- Services
- Health Care
- Additional information
- Facilities

Internet Access If you have access to the Internet, visit our web page at:

<http://uscgdev.uscga.edu/default.aspx> (Academy)

http://uscgdev.uscga.edu/LDC_display1.aspx?id=625 (LDC)

From these locations you can visit almost every sight attached to the Academy. These pages have lots of great information.

Get on the web and check us out!!

Emergency If you have an emergency before arriving at the Academy, please call the Academy Police Department at (860) 444-8597 and explain your situation. The Academy Police Department is located in Munro Hall.

TRANSPORTATION

Arriving by Airplane

- T. F. Green T. F. Green International Airport in Providence, RI is the preferred gateway to the Academy and should always be your first option.
 - Bradley International Airport in Hartford, CT, should be used if flights are unavailable to T. F. Green in Providence, RI.
 - Groton/New London Airport is the closest gateway to the Academy, but the high cost of flight connections and flight restrictions make it unreliable as a destination. We recommend that Groton/New London Airport be used as a *last resort*.
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Transportation from Airports

- Limo service is available from T. F. Green Airport (Providence, RI) to the Academy. However, it is expensive, approximately \$150.00 one way. **Before departing from your unit**, you should contact Prestige Limousine (Thrifty Car Rental) at (401) 732-2000. Transportation arrangements to the Academy can be made at this time.
 - Greyhound Bus Lines run from Hartford, CT, to New London, CT, but because of weekly changes in the bus schedule, students may find it difficult to coordinate bus schedules and fares with their flight itinerary.
 - A taxi can be taken from Groton/New London Airport to the Academy; however, it is cost prohibitive to take a taxi from Providence or Hartford.
 - Some of the LDC schools may make arrangements for students to ride together in rental vehicles.
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Arriving by Personal Vehicle or Rental Car

Students arriving by personal vehicle without a Military decal:

- When arriving at the Academy you must stop and register your vehicle with the Police Department. You'll be issued a temporary pass. You must have the following items in your possession in order to register your vehicle:
 - > Proof of Auto Insurance. You are required to have liability coverage on your vehicle. If you do not have proof of insurance in your possession or do not have insurance, you will not be allowed to drive your vehicle on to the base.
 - > Vehicle Registration or Rental Agreement. The vehicle does not need to be registered in your name, but your name must appear on the insurance policy. The Rental Agreement must be in your name.
 - > Military ID and Driver's License.

Arriving by Personal Vehicle or Rental Car (continued)

If driving a motorcycle, you must have proof of attending a Motorcycle Safety Course within the last three years. You must also wear the following items when driving a motorcycle on base:

1. Long sleeve shirt
2. Helmet with eye protection
3. High top shoes or boots
4. Full fingered leather gloves

- You will be given a pass and directed to a specific parking lot located on the Academy.
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Directions to the Academy

From T. F. Green Airport (Providence, Rhode Island):

- Take I-95 South about 45 miles. Take exit 83 (Frontage Road) in Connecticut. Take Briggs Street exit; go left at light at the top of the ramp. Continue on Briggs Street past two traffic lights. The main gate will be on your right immediately after the second traffic light.

From Bradley International Airport (Hartford, Connecticut):

- Take Route 20 heading east for 3 ½ miles. Turn right at exit 40 to I-91 Follow I-91 for 9.8 miles to exit 30 (left-hand exit). Immediately after exit, move left one lane and follow to Route 2, east. Follow Route 2 east for 23.7 miles, it will become Route 11, follow that to end. Turn left, follow to the lights, and then take a right to Route 85 in Salem. Take Route 85 south to I-95 North. Get on I-95 North for a very short ¼ mile distance. Exit on Service Road to Briggs Street exit. Turn left on Briggs Street Continue on Briggs Street past three traffic lights. The main gate will be on your right immediately after the second traffic light.

From Groton/New London Airport

- Follow the signs to Route 1 and take Route 1 South. Route 1 turns into Route 12. Follow Route 12 to I-95 South. Take I-95 South to exit 83 & follow the signs to the Academy.
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Parking

Parking at the Academy is tight and the lots are not easily identifiable. LDC students are required to park in the lower lot north of Munro Hall. After dropping off luggage, make sure to park in the appropriate lot. Ask the main gate security guard for the lot's specific location. Directions are also included on page 8.

WHEN YOU ARRIVE

Checking in

Most students will arrive after 1600 hours the day before class starts and should check-in at Munro Hall Guest Housing. If you arrive during normal duty hours, you may check in with the school staff. The morning the course starts you will report to the following classroom.

If you are a...	Morning of Class report to:.
Boat Forces Command Cadre Student	Boat Forces Command Cadre staff in Yeaton Hall, Room 320
TCT Group Ops Student	Boat Forces Command Cadre staff in Yeaton Hall, Room 320
PCO/PXO/POPS/TCT Cutter Ops Student	Cmd & Ops staff in Yeaton Hall, Room 125
CWOPD Student	CWOPD staff in Yeaton Hall, Room 307
CMC/Senior Enlisted Leadership Course	CMC Classroom in Yeaton Hall, For Room see posted signs
Leadership Student LAMS or SLPS	Leadership staff in Yeaton Hall, Room 312
Organizational Performance Student CQA Examiner, CPEC Orientation, OPC, Team Leader/ Facilitator	Organizational Performance staff in Yeaton Hall, Room 312
Officer Candidate School	Follow arrival instructions
Civilian Orientation Program	Follow arrival instructions

Uniforms

Coast Guard Uniform Regulations, including grooming standards, are strictly enforced at the Academy.

Uniform of the Day for School students:

Military:

1. Tropical Blue Long
2. Bring both Garrison and Combination Covers
3. School Chiefs may require other uniforms for special events.

Civilian:

1. Business casual for classroom days
2. Blue Jeans or physical fitness attire for team building days.

Athletic Attire:

Appropriate clothing shall be worn at all times, while working out. Please see the last page under "Hot Tips."

Student Quarters

MWR operates the Academy guest quarters, located in **Munro Hall**. Students' rooms are on the first and second decks. Two persons may occupy each room. Students arriving before 2200 will be directed to Munro Hall to check in with the duty watchstander. For students arriving after 2200, security will meet them at Munro Hall for check in and provide key pad combination.

To expedite the check-in process please contact the Munro Guest Housing staff, **860-444-8664**, with your credit card information prior to arrival. This will do two things. It will simplify the check-in process, when you arrive you will still sign the registration card to verify the date they received your room assignment, but you would not need to share personal credit card information with the watchstander.

To get to Munro Hall from the Main Gate, follow Tampa Drive to Harriet Lane (3rd left). Follow Harriet Lane; go straight at the stop sign and drive past the stadium and Leamy Hall on your right. Turn right into the second entrance of the parking lot just after Leamy Hall. Munro Hall will be to the left. Pull into the circle and park in a temporary unloading spot. Enter the building and check in with the watchstander.

The duty watchstander will provide each student a room key, a key card for the parking lot, and a key to the building's north entrance (closest to parking). Each room will contain a detailed Welcome Aboard packet and welcome material from the student's respective school.

Parking for Munro Hall is located in the "U" Parking Lot. This lot is located North of Munro Hall. It is necessary to drive off the Academy grounds to reach the gate for this lot.

From Munro Hall via Back Gate: Turn right (Harriet Lane). Go out back (Deshon) gate. Make 1st right. Go to stop sign. Make right turn. Follow fence line; take right until card reader on right. Back Gate (Deshon Street gate) hours are M-F 0700-1700.

From Munro Hall via Front Gate: Turn left (Harriet Lane), continue past football fields and gym to top of hill. Turn right at top (Tampa Drive) continue to Main Gate. Turn right and go to traffic light (Deshon Street). Turn right and take first left. Go through stop sign, follow fence line, and take a right until card reader on right. There are stairs near the card reader gate to Munro Hall.

- Students will be charged \$14 per day for the quarters, based on double occupancy. If circumstances require single occupancy (i.e. odd numbers, gender mix, etc.), students will pay \$28 per day for single occupancy. NOTE: Due to costs and limited space, Academy policy requires students to double up whenever possible.

SERVICES

Food

Dining is available in the Officer's Club directly behind Yeaton Hall (where the LDC is located) for all Students.

The All Hands Dining Facility is on the first floor of Chase Hall overlooking the "Old Quad." Meal times in the Officer's Club and the All Hands Dining Facility are:

Breakfast:	0630 - 0730 (AHDF ONLY)
Lunch (Dinner)	1130 - 1300 (AHDF & O Club)
Supper	1700 -1800 (AHDF ONLY)

The *Dry Dock* cafeteria is located on the lower level of Leamy Hall across the parking lot from Munro Hall. The Dry Dock is open from 0700 to 1000, 1100 to 1330 and 1900 to 2200 daily.

Each Friday, the Officer's Clubs hosts a social hour at 1600 in the Lee Rail (lower level of O club). All LDC students are invited to attend.

Exchange Services

The Academy has an Exchange, Mini-mart, Package Store, and Gas Station located across the street from Munro Hall in Johnson Hall. The Academy bookstore is located on the ground floor of Chase Hall.

Exchange: The Exchange carries uniform clothing and accessories, house wares, electronics, music CD's and cassettes, greeting cards, jewelry, gift ware, and clothing. Services include special orders, UPS shipping, film developing, flowers by wire, and AT&T prepaid calling cards. Hours of operation are Monday to Friday 0930 to 1730, Saturday 0900 to 1500.

The **Clothing Locker**, **Tailor Shop**, and **Dry Cleaners** are on the first level of Chase Hall in the "C" Annex. The **Bookstore** is on the ground level of Chase Hall "B" Annex. Bookstore hours of operation are Monday to Friday 0730 to 1530. Tailor Shop hours of operation are 0730-1330 & 1400-1600 Monday thru Friday.

Although not part of the Exchange system, the **Academy Clothing Locker** has a full collection of uniform items for all ranks and rates. The hours of operation are 0830 - 1400, Monday through Friday. However, the Locker's primary mission is to meet the uniform needs of Cadets, Officer Candidates, and other initial accessions into the Coast Guard. They will sell uniform items on a case by case basis to LDC students if they have them in stock, with the exception of ODUs, Swords, and SDB Jackets.

Dry cleaning services are available. The hours of operation are 0800 - 1800 Monday thru Friday.

CGES hours are 0900 - 1700 Monday thru Friday, 1000 - 1600 Saturday, and 1000 - 1500 Sunday.

SERVICES (continued)

Recreation and Athletic Facilities

The Coast Guard Academy is a great place for exercise and has state-of-the-art equipment available to let you do just that.

Roland Hall and Billard Hall house the athletic facilities for the Academy. These facilities offer a weight training room with Cybex machines, free weights, treadmills, stair climber, versa climber and sauna. There are two basketball courts, eight tennis courts, five racquetball courts, and volleyball courts for competitive sports activities. There is an indoor track, in addition to a rock climbing wall.

Aquatic sports facilities include a 25-meter pool, with high and low diving boards and a second pool with a low board. Showers are available.

The outdoor track and field is located on the waterfront.

The CGA's rowing center is located on the north side of the lower field.

The Sailing Center has several one and two person craft.

The MWR Office is on the lower level of Leamy Hall. There is a 6-lane bowling alley next to MWR. The Morale, Welfare, & Recreational (MWR) customer service center provides a variety of services and activities. The following are the services available:

Recreational Rental Shop: There is recreational equipment, such as bikes, camping equipment, etc., available for rent at the gear locker in the lower level of Leamy Hall (X8470).

Discount movie passes and other recreational activity passes are available.

Library: The CGA has the largest library in the Coast Guard. Best sellers and old classics available for check out. An extensive reference section is available for your research needs. It is a great place to study or just read for enjoyment. The library has an Inter Library Loan program (ILL) that can order books from any where in the U.S. in as little as a week.

Computer Lab

The computer lab (CG Work Station III) is located on the first deck of Yeaton Hall in the Leadership Development Center. Check with your instructor for hours of operation.

SERVICES (continued)

Post Office The U.S. Postal Service has an office on base. You should use the following address for all correspondence:

Name
c/o LDC, School Name & Class #
U. S. Coast Guard Academy
37 Mohegan Ave.
New London, CT 06320-8107

Financial The Navy Federal Credit Union is a cooperative, not-for-profit financial institution chartered by the federal government, which is owned and controlled by its members and organized to promote thrift and provide credit to those who belong. It is located on the first floor of Johnson Hall and has an ATM.

Barber Shop A barbershop with a full time barber for men and women is located on the first floor of Johnson Hall. The hours of operation are 0800-1600, Monday through Friday, and Saturday 0900-1300.

ACADEMY HEALTH CARE SERVICES

Health Care Services Medical and dental care is provided to active duty members, their dependents, retired members and their dependents. To schedule appointments contact (860) 701-8402.

Hours of operation at the Clinic are as follows on Monday through Friday:

0700 – 0800 Active Duty Sick Call

The medical clinic will utilize same day 15-minute acute care slots from 0800 – 0830 and from 1300 – 1330 M – F for all active duty members who cannot be seen during normal sick call hours. Same day acute care slots can be scheduled via walk in or by calling Ext. 8402.

Acute care is defined as an illness or injury that requires same day care. EMERGENT conditions will be handled immediately.

Dietitian: The dietitian is available 3 days a week. The dietitian can be contacted at 444-8417.

Drug and Alcohol Representative Contact 444-8217 Dental Contact 444-8424

ADDITIONAL INFORMATION

Hot Tips

Here are some tips on how to make your stay at the Coast Guard Academy more enjoyable:

- Make all transportation arrangements early. In the winter, plan on delays into and out of airports.
- Bring sufficient uniform items to meet the requirements of the school you are attending.
- Bring sufficient cash or other monetary support.
- Bring a jacket or sweater. Even our New England summer evenings are usually rather cool.
- Pack judiciously. Storage space in the guest quarters is limited.
- Remember that the drinking age in the state of Connecticut is 21. If you are under that age, it is against the law for you to consume alcoholic beverages.

APPROPRIATE ATHLETIC ATTIRE: All hands are reminded that appropriate clothing is required while working out (i.e., shirts shall be worn at all times, unless swimming in the pool). This requirement must be met for all activities in ROLAND/ BILLARD Hall Gyms, on all athletic fields, and anywhere on campus. Additionally, music or cellular telephone headphones shall not be worn while running on campus at any time.

LDC Phone Numbers If you need to contact someone for more information or assistance, refer to the list of telephone numbers below:

LDC Support Yeoman	(860) 701-6684
Organizational Performance	(860) 701-6901
CWOPD School	(860) 701-6850 or 6397, or 6303
Officer Candidate School	(860) 701-6887
PCO/PXO School	(860) 701-6318
Boat Forces Command Cadre	(860) 701-6693 or 6447
Civilian Orientation Program	(860) 701-6371
Munro Hall Guest Housing	(860) 444-8664
CGA Police for Emergencies	(860) 444-8597