

**DEPARTMENT OF THE AIR FORCE
INTERSERVICE POSTAL TRAINING ACTIVITY
Detachment 1, 336th Training Squadron
Ft Jackson, South Carolina**

All students will report to Fort Jackson one day prior to class start date, unless proceeding from an overseas location then it would be two days. Class start dates are usually on a Monday and you must check into Billeting sometime on the prior Sunday.

Call 1-800-276-6984 for room reservation/assignment immediately upon notification of orders/class start date. **If unsuccessful obtaining room reservations prior to your arrival they will still set up a room for you when you arrive.** Please keep in mind all students will reside on base providing space is available. All Army Lodging front desk and reservations business will be conducted at their facility. Upon arrival at Columbia Airport, you will acquire commercial transportation via taxi or shuttle and proceed to the Welcome Center inside of Fort Jackson Billeting, Bldg. 7550 Benning Road. The Fort Jackson Military Liaison Office is located within the Columbia Airport baggage claim area for your assistance. Since you will be arriving in civilian clothes please have your orders ready, ID card in hand and let them know you are TDY to Ft Jackson for Postal School Training, are Active Duty Air Force and you are not a "Pipe Line Student." AF Students are not authorized to stay at Charlie Company TSB; this is for Marine Pipe Line Students and Army AIT Students.

If for some reason billeting is full and they instruct you to stay off post; make sure you get your orders stamped with a non-availability endorsement. It will be **your** responsibility to arrange transportation for in-processing at Bldg 2375 Beauregard St. on day one of class. (If you did not arrive via POV, you can call Capital City Cabs 803-233-8294 or Blue Ribbon Cabs 803-754-8163. These are the only two cab services authorized to proceed onto Ft Jackson.)

Rental cars are not authorized via AETC funds.

DO NOT BE SHOCKED, YOU MIGHT HAVE A ROOMMATE IN BILLETING.

On the First Day, report to **Bldg 2375 Beauregard St., (Across the street from the Army NCO Academy)** Interservice Postal Activity School, **Room 107** (Air Force Office) to in-process at 0800 in **Blues** (if Monday is a holiday then students will report on Tuesday in ABU's). Bring one copy of PCS/TDY orders and any amendments (front and back) along with lodging information.

All AF Students who are attending classes must have the following uniforms:

PT uniform (minimum of 3 shirts (long/short sleeves), and 3 pants/shorts pending on weather temp), the Air Force physical training uniform or ABU's for PT. PT is conducted with the Marines. Attendance is mandatory.

Physical Training (PT) will be conducted at either 0530 or 1630 (depending on the seasonal weather temperature) on Tuesdays, Wednesdays and Fridays. Location will be determined by the Senior Air Force Instructor or the Senior Marine Instructor. All personnel will wear

At least two sets of ABU's (**one set of ABU's may be used for a PT session**)

One set of blues (short or long sleeve pending on the weather temp and in accordance with AFI 36-2903, Dress and Personal Appearance) with flight cap to include all ribbons and AFSC devices (**Excluding Service Jacket**),

Uniform of the day for Monday is Blues. Unless otherwise instructed. Uniform of the day for Tuesday-Friday will be ABUs with ABU cap.

NOTE: IF YOU ARE DEPLOYING AND NOT PCSing BRING YOUR BLUES! You can mail your blues back to your home station and get reimbursed by TMO

ATTENTION: JET Deployment Members, ALL WEAPONS MUST BE SHIPPED DIRECTLY TO CST DESTINATIONS.

Shaw AFB is 30-45 minutes away and is the nearest AFB to get uniform items. Clothing sales on Shaw does not maintain the best selection and many items are on standard backorder.

Ft Jackson Clothing Sales DOES NOT MAINTAIN ANY AIR FORCE UNIFORM ITEMS.

All government meals are provided and directed for Air Force students. Meals will be consumed in the 369th AG Bn Dining Facility. **You will** be paying cash for your food in the Dining Facility.

Normal school hours are:

Class Starts: 0830
Lunch: 1200-1300
Class Ends: 1630

Class hours may vary due to training and holiday schedules.

All Air Force Students must have an activated Citi Bank Government Travel Card for lodging.

Transportation requirements for students who are TDY are assigned according to the scheduled graduation date but are not set in stone, as on occasion, classes may graduate early if all academic requirements are met.

Students will ensure TMO/CTO has obtained government funded commercial airline tickets prior to departure and should ensure the ticket can be changed without penalty because of the aforementioned possible early graduation.

Adjustment to flights can be done here, if necessary, but Port Call dates cannot be set up. Adjustments to government procured tickets can be done from the Fort Jackson Travel Office (Carlson Wagonlit) for last-minute changes due to early graduations. Your Outbound Assignments section must set up a Port Call date prior to departure to Fort Jackson as this is an Army Base, not an Air Force installation.

During Operational hours of 0700-1730 (Eastern Standard Time) questions may be addressed to TSgt Earl Norwood or SSgt Ashleigh Rhoads at (803) 751-6810 or DSN 734-6810, for inquiries after normal duty hour please use the cell phone number at (803) 834-1045

Detachment telephone numbers:

Det 1 Chief, and Senior Air Force Instructor: TSgt Norwood

Email: earl.k.norwood.mil@mail.mil

Air Force instructor: SSgt Rhoads

Email: ashleigh.m.rhoads.mil@mail.mil

Comm: (803) 751-6810/3205

DSN: 312-734-6810/3205

Cell: (803) 834-1045/ (803) 565-1219

Fax Comm: (803) 751-5013

DSN: 312-734-5013

IPTA school link: <http://www.ags.army.mil/ipta/index.html>

IPTA Organization Email: jacksonssipostalschool@us.army.mil

The AF Det 1, 336 TRS also has a Facebook page. www.facebook.com/AFPostal This is for quick and easy updates to training, PT and direct sponsor access. Please add yourself!