



DEPARTMENT OF THE ARMY
MISSISSIPPI ARMY NATIONAL GUARD
2ND INFANTRY TRAINING BATTALION, 154TH REGIMENT (RTI)
3500 C AVENUE
CAMP SHELBY, MISSISSIPPI 39407-5500

NGMS-RTI-IN

MEMORANDUM FOR Maneuver Senior Leader Course (M-SLC)

Students SUBJECT: Welcome Letter for M-SLC Class 000-00

1. Congratulations on being selected to attend M-SLC at the 2nd Infantry Training Battalion, 154th Regiment (RTI), Camp Shelby, MS. You will be attending Class VL **000-00** from **00000000 to 00000000**. M-SLC is a three-phase course. Phase 1 consists of 55-hours of Facilitator-led Synchronous Virtual Learning (VL) delivered over six days using Microsoft Teams (MS Teams). Phases 2, **00000000 - 00000000**, and 3, **00000000-00000000**, consist of a combined 204 hours of Resident-Instruction delivered in-person on our Camp Shelby campus.

2. For the VL Phase a computer with high-speed internet access is required to attend the VL Phase of the course. Minimum system requirements are:

- Computer and Processor:
 - PC: Minimum 1.1 GHz or faster, Intel-compatible two core processor
 - Mac: Intel Core Duo processor
- Memory: Minimum 4.0 GB RAM
- Hard Disk: Minimum of 3.0 GB available disk space
- Operating System:
 - PC: Microsoft Windows 8.1, Windows 10, or Windows 11 (Windows 10 or higher recommended)
 - Mac: MacOS Big Sur or Monterey (version 12.6 recommended)
- Peripheral Devices:
 - Standard Webcam, Microphone, and Speakers
 - CAC Smartcard Reader
- Software:
 - Microsoft Teams 365 (MS Teams is available for free at <https://www.microsoft.com/en-us/microsoft-teams/download-app>, or available for use with the Office 365 using a valid Army 365 account at <https://portal.apps.mil>)

3. Student In-Processing and Orientation for the Virtual Learning Phase begins at **0900**

(CST) on 00000000 using Microsoft Teams (MS Teams) for all prospective students. On In-Processing and Orientation Day, at 0900 (CST), all prospective students will join a video conference on MS Teams. In order to do so you must have access to your DoD Teams account. You will be added to your respective Teams channel using your ARMY.MIL email. It is highly encouraged to explore the channel at least three days prior to class in order to determine if there are any correctable issues. If you do not have visibility of M-SLC Student Class **000-00** one week prior to the course you should contact SFC Spaulding, Cody at (601) 558-2145. If you do not have access to MS Teams you should contact your CoC and/or S6.

Roll call will be conducted, and you will be assigned to a Learning Center where you will meet your Facilitator. Soldiers having a valid ATRRS Reservation will be in-processed from 0900-1000 (CST). At 1000 (CST), we will begin accepting Soldiers in an ATRRS Wait status. **You are highly encouraged to join the channel at least three days prior to the start date.**

4. Students in an ATRRS Wait status will not be considered for enrollment until after 1000 (CST) on 00000000. If you are attempting to attend M-SLC in a "Wait" status, you must be logged into the MS Teams video conference link listed in paragraph 3 at 0900 (CST). **Once maximum capacity is reached, no other Soldiers will be taken.** Soldiers wishing to be considered as a walk-on student must coordinate with their unit to approve your attendance.

5. The following additional information is provided for your assistance. Review the contents of the welcome packet in its entirety. If you have questions, you may call 601-558-2145 during regular duty hours (Monday-Friday, 0800-1700 CST) for assistance.

- a. **VL Reporting Instructions:** The duty uniform for VL sessions is the Operational Camouflage Pattern (OCP) Uniform. Soldiers will report for all VL sessions in compliance with the uniform and grooming standards of AR 670-1. The uniform will be worn properly and reflect a positive, professional image.
- b. **Special Instructions:** All prospective students must have a current Army 365 (A365) and Blackboard LMS account to attend and fully participate in the VL phase of the course. Soldiers with a valid @army.mil email address should have an A365 account. To verify access, attempt to log in to A365 using your @army.mil email address and CAC using the following link: <https://portal.apps.mil>
- c. **Required documentation:** Be prepared to provide the following digital documentation to your instructor during Student In-Processing:
 - TDY Orders, DD Form 1610, or DA Form 4187
 - ALC DA FORM 1059
 - SSD 3 or DLC 3 Certificate of Completion
 - DA Form 3349, Physical Profile (if applicable)
 - In addition, all Active Component Soldiers and all Soldiers attempting to attend in an ATRRS Wait status are required to provide a completed TASS Pre-Execution Checklist, TRADOC Form 350-1-2-R-E, signed by the Soldier's Commander. If you are not able to present all required documentation you will have 72 hours to provide all required documentation. Soldiers who fail to provide required documents within 72 hours will be disenrolled from the course.

6. QUARTERS and MEALS.

a. Soldiers attending M-SLC Phases 2 and 3 will stay in Bachelor Officer/NCO quarters. Room reservations must be made at least one week prior to your arrival at Camp Shelby through the Camp Shelby Housing Office. Lodging rates vary but typically cost between \$32 and \$35 per night.

b. More information on lodging rates and amenities can be found by visiting the Camp Shelby Housing Office Website at <https://ms.ng.mil/installations/shelby/housing/Pages/default.aspx>. Reservations may be made by telephone or email at COMM: 601-558-2540/2545, DSN: 286.2540/2545, or EMAIL: ng.ms.msarng.list.camp-shelby-housing-office@mail.mil.

c. Room keys may be picked up at the Camp Shelby Housing Office located at Building 2101 on Camp Shelby from 0730-1600. Students arriving after duty hours may pick up their key at the Military Police Station near the South Gate Entrance, Building 6606.

d. All rooms have a refrigerator, cable TV, internet access, housekeeping services, and access to a microwave either in the room or in an adjacent day room.

e. **Meals are provided** by the RTI DFAC with the exception of travel days.

7. Point of Contact is the M-SLC Course Managers SFC Cody D. Spaulding, Office (601) 558-2145 or email cody.d.spaulding.mil@army.mil or Joshua D. Morgan, Office (601) 558-2144 joshua.d.morgan28.mil@army.mil.

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