**REGISTER FOR WINTER TRAINING**

* **To be eligible to attend WINTER Training every cadet must complete and pass the Physical Readiness Test (PRT):**
* Cadets will perform the PRT during **October Drill** (there will be an opportunity to retake if cadet does not pass)
* Minimum Standards can be found at the following link: <http://homeport.seacadets.org/HomeportDownloads/Library/84/2010%20Physical%20Readiness%20Manual.pdf>
* **Training Schedules can be found mid-late October at: http://homeport.seacadets.org/secure/TrainingList.aspx**
* **Notice the date of the Training:** If your ID card is set to expire before or during the training, you will be unable to register until you have renewed your registration. Contact the Admin Officer to renew your ID: Admin@langleyseacadets.org
* **Once you determine the training you want to attend and you meet the requirements outlined in the “Details” section next to the training, e-mail your Admin Officer with the**

**Training Code and Training Name:** Admin@langleyseacadets.org

* **Admin Officers will submit the request in Magellan.** A Request For Training form will be generated. Your Admin Officer will send you the Request For Training form and the Medical Supplement form (if needed) **which need to be signed by your parents and returned to the Admin Officer within 24 hours.**
* **For trainings at CAMP PENDLETON:**
* **Your parents need to fill out the Additional Information Form and Pay online within 48 hours or your confirmation for the training will be cancelled (and you risk losing your spot).**
* ▪ NSCC - [**http://www.nsccpsw.org/**](http://www.nsccpsw.org/)

▪ E-mail your Admin Officer when you have completed Steps 3 and 4.

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* **For trainings NOT at CAMP PENDLETON: follow the directions for registration and payment found under the “DETAILS” section for the training. In most instances there will be a link to a website where you will find additional details.** If no information is available, e-mail the Admin Officer, who will email the COTC for the training. Cadets and Parents should **NOT** contact the COTC unless directed by the Admin Officer or CO.
* **Once all above steps are complete, your Admin will receive Approved Orders and e-mail you letting you know you have been approved for training (you may also receive confirmation directly from Magellan).**
* **Attend December Drill to pick-up Service Jacket (folder).** Your parent must pick up your folder and sign the medical form stating that your medical has not changed (or supply an updated medical form if your medical status has changed).
	1. o Your Service Jacket must go with you to Training & come home with you after. Please make sure to turn your Service Jacket into the Admin officer at the next drill following the training.
	2. **o If this is your first NSCC training (RTC) You must complete BMR Assignments 5, 6, 9, 10, 11 prior to departure. You can submit these assignments via email to the training officer:** **training@langleyseacadets.org****, or bring them to drill and hand to your LPO. (These assignments are not required for League Cadets going to Orientation).**