What to Do & Expect

All US Military Students

• Begin **Check-Out Sheet**
  – Turned in at Graduation Rehearsal
• Missing Graduation?
  – Submit **DOS Request Form**
• Staying in Monterey >7 Days after Graduation?
  – Submit **DOS Request Form**
• Require Thesis Extension?
  – Submit **Thesis Extension Request**
• Reminder of Firearm Laws & Regulations
  – See Muster Page Announcement as applicable

Additional for USN Students

• Orders will be emailed once received
  – Emailed from YN3 Bair
  – No orders? Contact CoC starting with Program Officer
• Pick-up **Transfer Information Sheet (TIS)**
  – Directed by YN3 Bair (Bldg 277)
  – Requires expedited completion for transfer FITREP to be written
• Respond to any emails from:
  – YN3 Bair, Katerina Biagi, Sonya Solomon, Cindy Bacus, Beth Jensen
  – More than likely its something important

Awards & Graduation Schedule of Events/Info

• **Schedule / Info**
• Graduation Rehearsal: Lists of names will be placed on the columns under breezeway of Root Hall. Please congregate by your appropriate list.
Check-Out Sheet

- Library (All)
- Travel Office (All)
- Command Security (All)
- Naval War College (JPME)
- Registrar Office (All)
- Command Fitness (USN)
- Motorcycle Safety (Some)
- Admin Units (All)
- Ed-Tech (All)

- Dental/Medical (All)
- Urinalysis, 1-3 days out (All)
- Student Services (All)
- FITREP (USN), day of detach
Transfer Resources

- Designated times for transfer paperwork and questions
  - Thursday 0900-1100
  - Thursday 1300-1500
  - Friday 0830-1100

- If you have questions or need assistance with transfer paperwork outside of those times:
  - You can schedule an appointment by emailing sa@nps.edu
  - Email questions concerning transferring to sa@nps.edu and we will respond.

- Route extension requests early
  - New approved transfer dates require a new TIS and other transfer documents required by PSD Lemoore and NAVPTO Bangor.
• NO hand carrying of medical or dental records with the following exceptions:

1) Service members traveling overseas on permanent change of station orders, that specify records are to be hand carried.

2) A Medical Treatment Facility Commander determines that it is in the best interest of patient care to allow for hand-carrying of paper medical records.

3) Service members performing temporary duty where the full medical records are required.

4) If the service member can provide documentation (i.e. orders) stating they need to hand carry records they will be able to.

Note: If you believe you need to hand carry your records and you do not fall under one of the above mention criteria, please begin the process early to either have an orders modification or get permission from a MTF Commander.
Common Friction Points

• **Last minute requests**
  – Missing Graduation
  – Thesis Extensions
  – Staying >7 Days after Graduation
  – Changing Detach Date

• Communicate EARLY with your Program Officer!!!
Questions

Email: sa@nps.edu
Call: 831-656-3980