



DEPARTMENT OF THE NAVY
COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

Canc: Nov 07

COMDTMIDNNOTE 4060

4/C REGT

31 MAY 2007

COMDTMIDN NOTICE 4060

Subj: PRE-INDUCTION BERTHING AT USNA FOR THE CLASS OF 2011

Ref: (a) COMDTMIDNNOTE 4000 (International Candidates)
(b) COMDTMIDNNOTE 1303 (Induction Day)

Encl: (1) Bancroft Hall Access Pass
(2) Important Information for Candidates Reporting Early

1. Purpose. To promulgate Pre-Induction Day berthing procedures for members of the Class of 2011.

2. Discussion. A number of midshipmen candidates for the Class of 2011 will require berthing prior to induction, including about 250 active duty (NAPS and Fleet) enlisted candidates and up to approximately 700 civilian candidates.

3. Action. Candidates will be berthed as indicated during the following periods:

a. Prior to 0800, Tuesday 26 June 2007

(1) No civilian candidates will be berthed in Bancroft Hall. Candidates requesting berthing during this time will be told to make outside arrangements with hotels in the area. The Officer in Charge, Fourth Class Regiment, will review cases of extreme financial hardship but this policy will normally not be waived.

(2) International Students reporting for language training will be berthed per reference (a).

(3) The RDO/OOW will assist in making hotel arrangements if the candidate so desires.

b. 1200, Sunday, 24 June to 0700, Tuesday, 26 June 2007

(1) During this period only personnel scheduled to report on 25 (Direct Accession candidates) or 26 June (NAPS and Direct Accession candidates) will be berthed in Bancroft Hall.

(2) **For NAPS and enlisted candidate arrivals on Sunday, 24 June or Monday, 25 June:**

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(a) Candidates desiring berthing will report to the Main Office. After verifying their reporting date 25 or 26 June, the MCMO/MOOW will direct them to wait in the Rotunda. When a small group of candidates are assembled, or after a reasonable time, the MCMO/MOOW will call the 4th Class Regimental Duty Officer (RDO) for a Plebe Detail upperclassman to escort the candidates to the 4th Class Regiment Duty Office.

(b) At the 4th Class Regiment Duty Office, the RDO will issue each candidate one access pass to Bancroft Hall (Enclosure 1) and one "Important Information" sheet (Enclosure 2), and will brief the candidates on meal hours, general rules and regulations, liberty expiration (2200), the correct door for access (Bancroft Hall Rotunda), and ID card holder requirement.

(c) The RDO will direct the applicable company duty section to pick up candidates from the 4th Class Regiment Duty Office and escort them to company areas. The company duty section will take candidates to their assigned rooms and log candidates' names and room numbers and inform the 4th Class Regiment Duty Office of room assignments. Additionally, the company duty section will issue each candidate his/her Box Issue, which contains sheets, towels, etc.

(d) Normal town liberty is authorized for NAPS/enlisted candidates on 24 and 25 June until 2200. Candidates must be in their assigned rooms by 2200 for accountability muster. Uniform for liberty is appropriate civilian attire.

(e) At 0630 (after breakfast) on Tuesday 26 June, all NAPS/enlisted candidates will fold their linen neatly at the foot of their bunks, police their rooms, form up in their company areas and proceed to Alumni Hall for induction processing. They must bring **all** personal baggage, including forms, documents, and medications (prescription and over-the-counter) with them.

(f) After processing and scheduled briefs on Tuesday 26 June, NAPS/enlisted candidates will return to their assigned area. Company Commanders will assign a duty section to maintain accountability for the candidates, including reveille on 27 June, breakfast and in company watch standing per reference (b).

c. 0800, Tuesday 26 June to 0500, Wednesday 27 June 2007

(1) Civilian candidates scheduled to report on 27 June 2007 may be berthed in Bancroft Hall the evening before, on Tuesday, 26 June.

(2) Procedures will be per paragraph above except for the following:

(a) Normal town liberty will only be authorized for those candidates scheduled to report on 27 June 2007, to expire at 2200, 26 June. Town liberty will not be authorized for the NAPS/Enlisted candidates on 26 June. All candidates must be in their assigned rooms by 2200, 26 June, for accountability muster. Breakfast will be provide for candidates in King Hall at 0500 on 27 June.

4. Refer all questions and concerns to LT Krauz (x7420).



MARGARET D. KLEIN

Distribution:

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From: Induction Day Coordinator, Fourth Class Regiment

Subj: **BANCROFT HALL ACCESS PASS**

Ref: (a) COMDTMIDN INSTRUCTION 4060 (Pre-Induction Berthing at USNA for the Class of 2011)

1. _____, who is a candidate for the class of 2011 is authorized access to Bancroft Hall per reference (a) between 1200, 24 June 2007 and 2200, 26 June 2007.
2. This candidate is authorized to use only the Rotunda entrance to Bancroft Hall.
3. This candidate is authorized to wear civilian clothing while on authorized town liberty during this period.

M. B. KRAUZ
LT USN

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LT USN

IMPORTANT INFORMATION FOR CANDIDATES REPORTING EARLY

1. After you have received your access pass and have moved into your room, you will be allowed to go into the town of Annapolis. The Academy will be serving a limited amount of meals for civilian candidates (enlisted candidates will eat in Dahlgren Hall after 0600, 26 June) who choose not to eat in town. Candidates are encouraged to go into town and eat the night before their respective Induction Day. Exit the gate (Gate 1) nearest Halsey Field House, turn left and walk past the stoplight. This is the beginning of downtown Annapolis where there are a variety of restaurants from which to choose.
2. If you leave Bancroft Hall, you must exit and enter through the Rotunda doors. **Take your Access Pass and a photo ID with you. You will not be allowed in without it.** If you need to contact Bancroft Hall for any reason, call Main Office at (410)293-5001/2.
3. At 2200 (10:00 P.M.), on 24 June, 25 June, and 26 June, all candidates must be in their assigned rooms for accountability muster. NAPS/Enlisted candidates will not have liberty on 26 June. **It is very important that you behave professionally and return on time.** Starting your Navy career on the wrong foot is not a good idea!
4. You will notice several upperclass midshipmen living in the same area of Bancroft Hall as you are. These midshipmen are the Plebe Cadre and will be your leaders over the next several weeks. Treat them politely and with respect, and they will gladly answer any questions that you may have.
5. Breakfast on 26 June for NAPS/Enlisted candidates will be at 0600, and for all candidates on 27 June at 0500. Before breakfast, fold your linen neatly at the foot of your bunk and pick-up your room. Immediately following breakfast, stand by to proceed directly to Alumni Hall for Induction processing (regardless of the reporting time on your orders), bringing all baggage, forms, documents, medications (prescription and over-the-counter) and personal possessions with you.

M. B. KRAUZ
LT USN

Enclosure (2)