

NAVAL ACADEMY PREPARATORY SCHOOL (NAPS) NEWPORT, RI

“Prior” Service Members: Sailors & Marines

TAKE THIS PACKET TO YOUR CPPA (if Sailor)

TAKE THIS PACKET TO YOUR S-1 (if **Marine)**

Our Mission at NAPS is to prepare Midshipman and Cadet Candidates for success at the U.S. Naval and Coast Guard Academies by developing and enhancing moral, mental and physical foundations. Our student body consists of prior service Sailors and Marines as well as direct admission students right out of high school.

Future NAPS Midshipman Candidates:

1. Marines: As soon as you have hard copy orders to NAPS, FWD them to NAPS POC.
2. The report window is **No Earlier Than 0800; No Later Than 1000 16 July 2026.**
3. You must check in wearing your Dress Whites (Sailor)/ Service Alphas (Marine).
4. Reminder: acquiring any dependents will disqualify you from NAPS and USNA program, admissions must be contacted immediately if this situation arises.
5. Obligated Service for Marines: min 2 years; Obligated Service for Sailors min 3 years.
6. If you are a Nuclear rating and have received a bonus, you must verify with the schoolhouse immediately to see if this bonus will be recouped now.
7. Read the NAPS brochure (student information guide) for NAPS department info and student supply checklists.

Leave policies at NAPS:

1. There are four authorized leave periods throughout the academic year.
6-Thanksgiving 14-Christmas/NYE 5-Spring break
46-The time between NAPS graduation and reporting to USNA
2. Considering the 71 days of leave throughout the academic year, it's highly recommended to **report to NAPS with a high leave balance.** Sailors/Marines will remain on campus for any days not taken as leave during these periods.
3. No personal leave requests outside of these leave periods are authorized.
4. Emergency leave is chargeable leave per MILPERSMAN 1050-010.

CPPA/S-1/ ACTIONS

1. This is a PCS for Sailors and Marines; as such, all standard PCS steps apply.
2. Ensure member reports with Stamped Orders, RED, and Transfer Awards.
3. *Sailors*: must *also* report with transfer eval, PMKEE certificate, and signed EAW.
ESO's: send advancement exams to the mailing address below. We do NOT order advancement exams for the incoming Sailors and rely on you to send them.

Medical Updates Required

1. TRICARE switch: In Order for all Midshipmen Candidates to be registered for local TRICARE (military medical insurance), call HUMANA @ 1-800-444-5445. Provide the representative with the following information once you have transferred from your command:

1. Enrollment code (DMIS0100) Zero One Zero Zero
2. Command address (440 Meyerkord Ave Newport RI 02841)
3. Student UIC: 30809

2. Mailing Medical/Dental records:

In most situations, medical will give you your hard copy medical/dental records to hand carry. If your medical will NOT allow this, have them send the records to:

ATTN: NAPS Medical

Address: Naval Academy Preparatory School

440 Meyerkord Ave

Newport RI 02841

3. Prescription medication:

Bring all current prescription medication and have them readily available the day of arrival. NAPS IDC will review for usage during INDOC.

Points of Contact

Numerous emails are sent to all incoming Midshipman Candidates via their personal email they provided to USNA during their admission process. It's important all midshipman candidates check their email daily for official correspondence and updates from USNA and NAPS. Reach out to the NAPS POC immediately if you have access to a different command/government email you would prefer the correspondence be directed to.

Admissions Department USNA POC:

RSC Purnell Richardson (USNA/NAPS/Fleet Coordinator).
Fleet@usna.edu COMM: 410-293-1839 / DSN: 281-1839

NAPS POC: PSC Jeremy Henriquez henrique@naps.edu COMM:
401-841-1718

Command Mailing Address:

ATTN: COMMAND SERVICES, NAVAL ACADEMY
PREPARATORY SCHOOL, 440 Meyerkord Ave, RI 02841