



DEPARTMENT OF THE ARMY
STUDENT COMPANY, U.S. ARMY PUBLIC AFFAIRS SCHOOL
8606 6TH ARMORED CAVALRY ROAD
FORT GEORGE G. MEADE MARYLAND 20755

SAPA-PAC-SC

03 September 2026

MEMORANDUM FOR All students attending the Defense Information School's 46S, 46V, 46T courses while assigned to Student Company, U.S. Army Public Affairs School, Fort George G. Meade, MD 20755

SUBJECT: Army Student Welcome Letter and Class Guidance

1. Congratulations on your selection to the Public Affairs Mass Communications Specialist (46S), Visual Information Specialist (46V) or Mass Communications System Engineer (46T) courses. All training will be conducted at the Defense Information School (DINFOS), located at 6500 Mapes Road, Fort George G. Meade, Maryland 20755.

2. The Student Company, U.S. Army Public Affairs School, is responsible for all Soldiers attending DINFOS 46S, 46V and 46T courses. Soldiers are expected to conduct themselves with the upmost professionalism and adhere to all standards expected of a U.S Army Soldier.

a. MOS-T (MOS-Transition): Soldiers who have previously earned an MOS and are attending DINFOS to reclassify into the 46 Career Management Field (CMF).

b. MOS-I (MOS-Initial): Initial Entry Training (IET) Soldiers who have successfully graduated Basic Combat Training and are attending DINFOS to earn their first MOS in the U.S. Army. This also applies to IET Soldiers who did not complete MOS training at another installation and are reclassifying to the 46 CMF.

3. Student Soldier In-Processing.

a. Upon arrival at Fort Meade, Soldiers will report to the Student Company Drill Sergeant Office located at Building 8606 on 6th Armored Cavalry Road, Fort George G. Meade, Maryland 20755. Soldiers will report in the prescribed duty uniform between 0900-1700, unless otherwise directed by orders. MOS-T Soldiers will report to Student Company on the report date listed on their orders and not directly to DINFOS.

b. Soldiers will receive an assigned in-processing date and time from their Drill Sergeant and will report to S1 to complete in-processing. This location will serve as their place of duty until completion. Soldiers must bring hard copies of the required documents listed below. Soldiers have seven (7) business days to submit all required documents; failure to do so will result in return to their home unit.

(1) Active Duty:

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- (a) DD 1610
- (b) Follow on orders (if applicable)
- (c) Orders (If Applicable)
- (d) Leave verification (If applicable)

(2) National Guard or Army Reserve:

(a) Current active-duty orders and all amendments **(MUST COVER DURATION OF ENTIRE COURSE AND PROPERLY REFLECT THE COURSE ATTRS END DATE)**

- (b) Original enlistment order
- (c) All prior DD214s
- (d) DD 220 (If on active duty less than 90 days)
- (e) DA 5016 (AR Only)
- (f) NGB 22 Or NGB 23 **(NO GAPS IN SERVICE TIME)**
- (g) DD93 (within 90 days)
- (h) SGLI (within 90 days)
- (i) STP

(j) IPPSA orders (If applicable) **(MUST COVER DURATION OF ENTIRE COURSE)**

(k) RLAS or MOBCOP assignment in IPPS-A to ensure successful creation of DD-214 following graduation. Soldiers who arrive without a RLAS or MOBCOP assignment will be allotted seven (7) calendar days from the date of their arrival to attempt to obtain the proper assignment from their home unit. Failure to produce a RLAS or MOBCOP assignment/order in IPPS-A within the allotted seven (7) calendar days will result in dismissal from the schoolhouse.

c. First formation will occur on the first duty day following arrival, unless arrival occurs on a weekend or federal holiday. Soldiers will report in prescribed uniform as directed by the Drill Sergeant on duty and in accordance with AR 670-1 and DA PAM 670-1. Standards are strictly enforced.

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d. Soldiers will not attend sick call or schedule appointments on the first day of class. Failure to report to the first day of instruction may invalidate reserved training status.

4. Billeting/Lodging.

a. MOS-T Soldiers on PCS orders must coordinate housing prior to arrival. MOS-T Soldiers on TDY orders, or those PCSing without dependents, will be assigned barracks lodging in Building 8609. MOS-I Soldiers will be assigned barracks lodging in Building 8606. Both buildings are located on 6th Armored Cavalry Road, Fort George Meade, MD 20755.

b. **Only MOS-T Soldiers attending the 46V course will PCS to Fort Meade.** Soldiers attending the 46S or 46T courses will attend under TDY en route or TDY and return orders. Soldiers must present PCS orders or DD Form 1610 (TDY) upon arrival.

c. MOS-I Soldiers are not authorized shipment of household goods or dependents to Fort Meade.

5. Army Fitness Test (AFT) and Waist-to-Height Ratio (WHtR) Assessment:

a. Soldiers must pass a record AFT and WHtR Assessment to graduate and/or receive a DA Form 1059, in accordance with AR 350-1 and AR 600-9. This applies to all components. Only MOS-T Soldiers receive a DA Form 1059.

b. All Soldiers (MOS-I and MOS-T) must meet Army height and waist standards outlined in AR 600-9 and applicable regulatory guidance.

c. MOS-T Soldiers will complete an AFT and WHtR Assessment within the first 30-days of arrival. The WHtR assessment will be administered on Day Zero (day of course start) or during course in-processing, but no earlier/later than two days before/after course start. All initial WHtR failures require an immediate retest conducted by a different testing team, in accordance with Army Directive 2026-13. Soldiers who fail the WHtR assessment and same-day retest will be immediately dismissed from the course and flagged upon return to parent unit. Soldiers who fail the AFT will be afforded one retest within 7-24 days. Failure after retest will result in administrative removal from DINFOS, receiving a referred DA Form 1059, and return to Soldier's previous duty assignment or MOS.

d. Soldiers may not arrive on temporary profiles for MOS-producing courses. MOS-T Soldiers arriving with a temporary profile (for AFT/Height and Waist) will be returned to their home unit and not begin CMF 46 training. Soldiers with permanent profiles will complete all authorized events. Alternate aerobic events must be documented on a DA Form 3349.

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e. In accordance with Army Directive 2025-02 (Parenthood, Pregnancy, and Postpartum), pregnant Soldiers, or those within 365 days postpartum are exempt from AFT and height and waist requirements with proper medical documentation. These Soldiers' DA 1059s will annotate, *"Did not take AFT IAW AD 2025-02"*.

6. Minimum required packing list items include:

a. Two complete sets of the Army Combat Uniforms with proper rank, name tape, U.S. Army tape, unit patch, patrol cap with rank and name tape, boots, brown T-shirts, belt, and ID tags.

b. Complete Army Physical Fitness Uniform:

- (1) APFU Jacket
- (2) APFU Pants
- (3) Two APFU Trunks
- (4) Two APFU Short-sleeve shirts
- (5) Two APFU Long-sleeve shirts
- (6) Fleece cap
- (7) Black (no label) gloves
- (8) Yellow reflective belt

c. One complete Army Service Uniform or Army Green Service Uniform, compliant with AR 670-1. MOS-Ts unable to report with a complete ASU/AGSU require a signed MFR from their home unit, signed by their commander, explaining why they do not have a complete uniform.

d. Two sets of business casual civilian attire (no jeans).

7. MOS-T attendance is funded under Military Training Specific Allotment (MTSA). Barracks lodging and meals at the Freedom Inn Dining Facility are provided at no cost unless otherwise stated in orders.

a. Rental cars are funded by the Soldier's home unit.

b. MOS-T Soldiers may utilize Personally Owned Vehicles (POVs). MOS-I Soldiers arriving with POVs will turn in their keys to the Drill Sergeant team immediately. Registration, driver's license, and insurance must be current.

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c. Dining facility hours of operation:

(1) Weekdays: 0700-0900 Breakfast, 1130-1300 Lunch, 1700-1830 Dinner

(2) Weekends/Holidays: 0900-1300 Brunch, 1700-1830 Dinner

8. Privately Owned Weapons: Soldiers are not authorized to bring personally owned weapons or firearms to Fort Meade. No exceptions.

9. Soldiers on TDY orders will have Family Separation Allowance (FSA) processed by their home unit. Soldiers PCS'd to Student Company will have FSA processed through Student Company S-1.

10. The point of contact for this memorandum is the Drill Sergeant Team for Student Company, U.S. Army Public Affairs School at (301) 677-4035 and (301) 677-6167.

KIMBERLY D. BLAIR
CPT, PA
Commanding