

Name (<i>Last, First, Middle Initial</i>)	Class:
Country:	Date of Arrival:
Hardy Hall Room Number/Local Address:	
Married () Single () Accompanied () Unaccompanied () Spouse Name: Children's Name(s):	
IMSO Welcome and Orientation Briefing	
+ Billeting procedures and costs/Billeting security and bomb threat procedures	
+ Debts and personal financial responsibilities	
+ TLA pay procedures	
+ Class Policies (honor code, absences and tardies)	
+ Sick call procedures	
+ Uniform requirements	
+ Holidays (your country/US), training holidays and leave policy	
+ Embassy & overseas official military calls/IMSO office phone use/phone cards	
+ Military customs and courtesies	
+Computer availability & use of the Internet	
+After duty hour emergency reporting procedures	
+Mail delivery & schedule	
+Renting/driving automobile (license/insurance, etc.)	
Student Signature:	
IMSO Staff Representative Signature:	