

TW-4 STUDENT PRE-ARRIVAL GUIDEBOOK



**NAS CORPUS CHRISTI,
TEXAS
2020-2021**

TRAINING WING FOUR STUCON CHECK IN

When: Monday 0730 (following arrival/orders stamping), 0700 Tuesday if Monday is a holiday. Example: if you arrive and have your orders stamped at quarterdeck of building 1824 on a Friday at 1600, your next obligation is Monday at 0730, unless otherwise instructed.

Where: Conference Room- RM 102, building 1824

Uniform: Flight Suits

Bring:

- Original orders, stamped with any mods with arrival/ departure stamps
- Latest PG2 (NAVPERS 1070/602)
- Latest SGLI
- FITREP(s), make copies
- Travel Receipts
- Any PG13's (NAVPERS 1070/613 Administrative Remarks)
- Please have your lodging address, banking info, new address, and license plate number available.
- Current Cyber Awareness Challenge Certificate and Driving for Life Certificate

WELCOME ABOARD POLICIES AND INFORMATION

1. **UNIFORM:** is required for any business on base! Civilian clothes are NOT authorized in BLDG 1824.

2. **WELCOME ABOARD BRIEF:** All students reporting to CTW-4 are required to attend the Welcome Aboard Brief on **Tuesday** following your check in date, **from 0730-1600 in Bldg. 1824** (room to be determined). Uniform is: Flight Suit unless otherwise stated. Bring your medical and dental record.

3. **BOOK ISSUE:** You will be able to go to Book Issue to pick up your books during any breaks from the Welcome Aboard Brief as long as you are within 2 weeks of starting with your squadron. They can be picked up on the first deck of Bldg. 1824. It is your responsibility to ensure all of your pubs have up-to-date changes.

4. **ALL STUDENTS:** Attend a TIMS/TMS2 brief at Bldg. 89 at the date and time posted on your class schedule (received when you class up). Primary students will be sent over from the squadrons. Advanced students should receive a schedule either on the day before classing up or the day they class up.

5. **FLIGHT LINE ACCESS CARD:** When completing the Check In with Security (Pass and Tag) you must request your Flight Line Access Card in order to gain access to the Flight Line and Squadrons. When Checking Out the Flight Line Access Card needs to be returned to Security (Pass and Tag).

6. **STARTING PROCEDURES:** On your start date, you will report to your respective squadron's Student Control Office for the indoctrination procedures. Once checked into the squadron you will no longer muster with TW-4.

7. **MUSTER:** in flight suits **Monday – Friday 0830 in the lobby of Bldg. 1824** (CTW-4). Quarters will be held occasionally in the prescribed uniform of the day. If, for some reason, you are unable to muster, you must call the Lead Ensign **before 0745** and expect to physically muster thereafter. **DO NOT park in any marked spaces or across the street from the front of Bldg. 1824. Park in the back parking lot only!** (see map attached)

8. **RECALL:** All students are required to maintain an accurate recall with Student Control through all phases of training. This includes having a working answering

Important/Helpful Websites

TRAWING 4 – <https://www.cnatra.navy.mil/tw4/>

Open the “Student Check-In Process” link on the homepage to familiarize yourself with the necessary check-in information.

Base Directory- <https://www.military.com/base-guide/naval-air-station-corpus-christi/base-directory>

Important Phone Numbers

TW4 Wing Duty Officer – (361) 961-2945

Flight Medicine – (361) 961-3410

Base Housing Office – (361) 961-3336

Base Police Office – (361) 961-2282

Pass & Tag – (361) 961-2376

Base Veterinary Clinic – (361) 961-3952

Hours of Operation

Navy Exchange

Monday - Saturday: 0900 - 1900

Sunday: 1000 - 1700

Commissary

Monday: Closed

Tuesday - Friday: 0900 - 1900

Saturday: 0900 - 1700

Sunday: 1000 - 1700

Fitness Express (Base Gym)

Monday - Thursday: 0500 - 2000

Friday: 0500 - 1600

Saturday: 0800 - 1800

Sundays, Holidays: 1000 - 1700

NEX Barber Shop

Monday – Friday: 0900 - 1800

Saturday: 0900 - 1700

Sunday: 1230 - 1630

Main Gate (South Gate)

24/7

North Gate

Closed Weekends and Holidays

Two-way Traffic: 0500 - 1700

Outbound only: 1700 - 1900



Training Air Wing FOUR COVID-19 Student Indoctrination Brief

Feb 2022

Monday			
Brief	Phone	Time	Location
STUCON/ADMIN Check In/ GTCC Info/IAO CNATRA SJA Ethics Training (Video) (Optional)	961-2945	0730 - 1100	Room 102
Tuesday			
Information Assurance Training	961-1617	0730 - 0800	214- Room 218 (Normally)/ Rooms 216 During COVID-19
Ground Safety	961-0117	0815 - 0900	
Flight Medicine	961-3410	0900-1030	
TRICARE Information Representative		1000-1030	
Corpus Christi Chamber of Commerce (Gloria Fuentes)	361-688-3755	1030-1100	
LUNCH		1100 - 1145	
Chaplain	961-3751	1300 - 1330	
Police Dept (Crime prevention)	(361) 886-2600 (361) 549-6964 (C)	1330 - 1350	
Ground School- Ground Training Officer	961-4927	1350 - 1450	
Wednesday			
First Command Services (Ira Lambeth)	(361) 937-8772	0800-0815	Room 102
Family Services (Call-In from FFSC in Conf Room) NMCRS (Victoria Chaves- 1-757-676-7644) USO (In person) CNATRA SJA Ethics Training (Video) (Optional)	(361) 249-6448 961-1500 961-3482	0815-0900 0900-0915 0915-0930	Room 102
COMTRAWING FOUR STUCON Officer(s)	961-1607/8	1000-1100	
LUNCH		1100-1200	
Wing Commander, CAPT Rifas	961-2935	1200-1300	COMMO Stateroom
Flight Medicine/Mental Health Services/TRICARE	961-3410	1300 - 1400	NHCC
Immunizations-return to Flight Medicine for upchits	961-3158	1430	
Thursday			
Driver Safety Course (AVOC Training)		All Day/TBD	Room 218/Hgr 58 2nd FLR RDY RM
REDDA - Dependency Status Update (NMCI Lab)	STUCON Clerk	0800-1000	Room 203