



HT-8 TRAINING/STUDENT CONTROL (STUCON) WELCOME ABOARD BRIEF



Chain of Command

- o Class Advisor
- o Any Student Control Officer
- o Senior Marine, Navy, CG, IMSO Liaison
- o Operations Officer (OPSO)
- o XO
- o CO

Functions of Training/Student Control (STUCON) Officers

- o The STUCON Officers are responsible for monitoring the administrative needs of students.
- o Coordinates check-in procedures for each check-in class.
- o Assigns Class Advisors for each check-in class.
- o Approves students leave, liberty, and special requests.
- o Provides necessary guidance, coordinating required assistance, and keeping the CO and XO advised of significant matters (i.e. Emergency Leave, Legal problems, etc.)
- o Maintains Log Books and Aviation Training Jackets (ATJ's).
- o Facilitates the International Military Student (IMSO) program and serves as the Class Advisor for International Students.
- o Provides entirety of Winging process with HT-8 to TW5.
- o STUCON has an "open door" policy. You are free to come in and ask your questions, voice concerns, etc.

Class Advisor (CA) Program

- o CAs are in charge of the students in their respective class, they are your first person in the Chain of Command.
- o CA shall conduct bi-monthly reviews of advisee's ATJ to monitor class and student progress.
- o CA shall be informed of any personal or professional changes or issues.
- o Unsatisfactory events (UNSAT) or pink sheets, you shall notify and/or see your CA as part of the process.
- o CAs counsel students as necessary but MUST advise students regarding Drop on Request (DOR), Training Time Out (TTO) and Tacking On policies.
- o In the event of a Hurrevac, students will muster by phone or in person with their CAs

Liberty/Leave (LV)

All Students:

- o Liberty, special liberty and leave are handled IAW the current HT-8 instruction. A copy of this is located in STUCON.
- o If you have questions on how to submit a leave request, first read the order, second ask your CA.

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- o Emergency leave is provided for emergencies within the immediate family (father, mother, siblings, mother-in-law, or father-in-law). Grandparents, Aunts, or Uncles do not warrant Emergency leave (unless meeting specific guidelines) but regular leave to take care of family emergencies will be granted, if possible. Any questions ask your CA.
- o Leave requests will be routed through Ops during the syllabus; once winged, they go exclusively through STUCON.

Navy Students: Use NSIPS.

Marine Students: Route paper chit. Once the paper chit is up to the Senior Marine you can put your request in MOL. Senior Marine has final approval in MOL.

Coast Guard: Senior CG must sign off on leave/liberty.

Internationals: IMSO must sign off on leave/liberty.

Your Responsibility

- o Navy SNAs must update NFAAS data immediately upon completion of check in.
- o “Dummy” ATJs go with you to every brief. Ensure they have the most up-to-date ATFs in them.
- o All log books must be verified and signed by Student Naval Aviators by close of business the 10th of every month.
- o ATJ calendar cards shall be completed bi-monthly.
- o STUDENT CRITIQUES shall be completed at END OF EACH STAGE. The Student Critique QR code is located in Stan. Once completed sign off your Critique page in your ATJ in STUCON. Notify your CA so they can sign it off.
- o Cross Countries (CCXs) -- do them. Signups are in Ops. DTS questions go through Admin. This is the Last Good Deal in flight school--so take advantage of it.
- o PRT/PFT/CFT and height/weights will be conducted at some point during your 6-month stay here. It is your responsibility to do them. Not doing one will result in an adverse FITREP.
- o You will NOT wing if you are not within height/weight standards or fail a PFT/PRT/CFT.
- o Squadron patches will be as distributed at the check-in brief.
- o Students shall attend AOMs and Safety Stand downs if not scheduled for an academic, sim, or flight event. Read the entire schedule, front page daily!
- o There is Captain's Cup Intramurals, Adopt-A-School, community events, etc. for those interested. Our command tracks your volunteer hours, please keep us informed.
- o Keep Student Ready Room in order! Spaces are open to Command Staff, Dignitaries, and VIPs at any time. Be proud of your training spaces!