

## **Additional Information for Reservists Attending the CPO Academy**

### ***Congratulations on your selection to attend the CPO Academy!***

*In addition to the information contained on the home page about the Academy, additional info is provided here to meet the needs of reservists. The 2-week program has been specially tailored to meet the needs of a reservist---without diminishing any of the experience.*

### **A little history...**

The first CPO Academy Reserve class was held in December of 1993 (see [CPOA Class History](#)), and was attended by 29 Senior Chiefs. Since then, nearly 600 reserve Chiefs, Senior Chiefs and Master Chiefs have graduated from the Academy. In 2006, the CPOA will accomplish something it has never done before---graduate 2 reserve classes (128 chiefs.)

### **What are the differences between the Reserve CPO Academy and the Active Duty CPO Academy?**

There are two major differences between the two classes—specifically the duration and curriculum content:

#### **Class duration**

Obviously the biggest difference is in the duration of the class for reservists. The reserve class was designed so that it could be accomplished during a reservist's annual active duty training requirement. Thus:

Active duty class length:	33 days
Reserve class length:	14 days

Remember, there are no restrictions preventing a reservist from attending the active duty class.

#### **Curriculum content**

There are curriculum differences between the reserve and active duty classes. The major differences consist of:

**Personal Education:** A big difference between the reserve class and the active duty class typically is seen in the area of education. Because there generally is not the need for educational focus on the senior enlisted reserve component, there is a need for additional personal education focus on the active duty side. Accordingly, the active duty class is administered college level examinations, a preliminary education assessment of student's college credit earned through military service, traditional and non-traditional programs, and two college degree plans based upon the completed assessment.

So in essence the additional focus on college credit is generally not seen on the reserve side, and the limited amount of time reservists have to attend the Academy also precludes focus on this area.

#### **Community Service Project**

Because of the limited time available for reservists during the course, the Community Service Project completed in the active duty class is not available.

The Chief Petty Officer Academy is proud of the program it has developed to serve our reserve component. Working with reservists, it has been refined and modified to best suit our unique needs.

## What you should be doing BEFORE attending the Academy...

- **4 months** before you attend the Academy, ***make sure all of your medical information is up-to-date.*** Though you will receive a medical screening as part of the Academy program (blood screening, physical assessment), it is YOUR responsibility to make sure that your physical record is up-to-date. Though we will screen each Chief, it is not the Academy's intent to replace unit level or personal responsibility in this area. That being said—if a member is found to be physically unable to participate in the physical requirements of the course, they will be disenrolled. This is mainly done to protect the member. Examples of instances where chiefs have been disenrolled have included being not in adherence to USCG weight requirements and having high blood pressure (which was previously untreated and/or diagnosed.) Though the CPOA regrets having to disenroll students due to these factors, the Academy is left with little choice. We want your experience to be safe and rewarding for everyone involved.

## **MAKE SURE YOU ARE PHYSICALLY FIT AND ARE COMPLETELY FIT FOR DUTY!!!**

- **3 months** before you attend the Academy, ***start some sort of exercise program.*** It does not have to be extensive---and can include things as simple as taking walks each day. BUT START NOW! Many of the chiefs arriving at the Academy are already in excellent shape---many as a result of their own existing exercise programs. However, many chiefs are not---and are somewhat shocked when they discover that attending the Academy will require them to take multi-mile walks and bike rides. Don't be alarmed---you will achieve what you are physically able to achieve---but as chiefs you will want to arrive in the best physical shape as you can. In this way you will be more able to "Reach Higher" physically while you are at the Academy. Make sure that you have walking shoes that are not new—and that you have had a chance to break them in prior to arriving at the Academy. TRACEN Petaluma is very hilly—and waiting to break-in a new pair of shoes when you get here will probably result in blisters and sore feet.
- **2 months** before you attend the Academy, ***make sure your uniform is correct.*** Though you will be inspected and will have *some* time to obtain required military uniform items, you should start as soon as possible to make sure you have all required uniform items. Though the exchange and uniform shop at TRACEN Petaluma is usually well-equipped, it might be easier to obtain uniform items in advance from your own unit.
- **1 month** before you arrive, start making plans to ***leave work at work.*** The reserve class is only 2 weeks, and you will have very little free time to pursue things outside of curriculum. The assignments contained within the curriculum will require you and your team's full attention—so please do not expect to have time to focus on your civilian job. If you are able to leave your civilian job behind (both mentally and physically) you will find your Academy experience more enriching.

## **Uniforms:**

- All required uniform information is provided at this link on the CPOA homepage: [Uniforms](#)
- At graduation, you will be wearing Dinner Dress Blue---which requires mini-medals. Please review the [Coast Guard Uniform Regulations, COMDTINST M1020.6D, Chapter 4](#) for specifics.

### **Fitness Information:**

- As stated previously, all students are assessed for fitness per the Academy's Personal Wellness Profile portion of the curriculum.
- Mandatory PT is done twice a week as per the class schedule. On one of the days, there will be an hour of Aerobics, and on the other day there will be either an hour of Cybex equipment time, or an hour of calisthenics.
- Twice during the curriculum, students will partake in 6-mile bike rides on the paved trails through the hills of the Training Center.
- You will also be required to accumulate approximately 2500 points in the President's Council on Physical Fitness Program.
- All students will participate in Low and High Ropes activities.
- Bring appropriate fitness wear (both long and short sleeve pants and shirts)

### **Unit Performance Factors (UPF) Information:**

- As stated in the *Welcome Aboard* information, students should fill out the UPF worksheet. Every Chief should know and understand this information about their unit. Remember---as a Chief you are now considered middle management.
- If possible, bring an e-copy of your unit's mission brief to the school to help with potential presentations.

### **Team Orientation**

- The US Coast Guard Chief Petty Officer Academy emphasizes a team approach to learning. There is not a highly individualized competitive environment here. The school's philosophy is that this environment is more conducive to learning. You will work together on teams as a team. Each team will have a staff liaison assigned to them, who will help guide the team ultimately to success.