

MAP	Organization	Location	POC Prefix 845-938-ext	R-Day (2 July)	Remarks
2	Personnel	BLDG 622, Room 120 (West side of Buffalo Soldier Field)	x8489	N/A	Should be 1 st STOP 0800 28 June orders/ leave form / AER or OER / PT Card / Profile (if applicable)
2	Finance	BLDG 626 (West side of Buffalo Soldier Field)	x6134	NO-GO	TENTATIVE: 1100 29 June group In-Processing Appt. BLDG 622 Military Personnel Division (MPD) Conference Room Open 0800-1100, 1330-1530 daily, Appts scheduled every 30 minutes on first-come, first-served basis Orders/Signed Leave Form / In-processing Checklist
2	Security Office	BLDG 621, Room 112	x0112 / x7118	OK	Open 0800-1200, 1300-1600 daily
2	Transportation Office	BLDG 626 (West side of Buffalo Soldier Field)	Inbound: x2839 (Joe)	OK	Open 0700-1630 daily Orders DITY: Orders, 2278, 1351-2, checklist, empty/full weight tickets, rental contract (if applicable) all receipts from gas, tolls, oil...receipts lessen state taxes and maximize your return
2	HHC	BLDG 654 (North west of Buffalo Soldier Field, Elchelberger Rd - OneWay North to South)		OK	Open M/W/F 0900-1130, 1300-1600 T/TH 1300-1600
2	Provost Marshal Office	BLDG 616 (South side of Buffalo Soldier Field)	x2208	OK	Open 0800-1300, 1400-1600 daily Parking Stickers: Need document from D/Math for Central Area Parking Pass Vehicle Reg: Bring Insurance/Registration/Gov't ID / License Weapon Reg: PMO will give appropriate documentation when visit
2	Army Community Services Center (ACS)	BLDG 622 (West side of Buffalo Soldier Field)	x4621/x0233 (ACS) x5839 (MAJ Flagg)	OK	Only Mon/ Fri at 1300 or Wed at 0900 (allocate approx 1 hour) MAJ Flagg will be there to do partial Medical Inprocessing (eliminates need for occupational health visit MUST STILL visit Medical Records)
3	Tricare Service Center	273 Main St, Highland Falls (OFF-POST, west side of street)	877-874-2273	OK	Open 0730-1630 daily Inprocess this before Medical Records , Bring Dependent SSNs
3	Housing Office	Bldg 2101, Spellman Hall, 4 th Floor (OFF-POST, adjacent to Visitors' Center and 5-Star)	x2500 / x6205	OK	Open 0800-1130, 1230-1630 daily
4	Dental	Bldg 606 (Central Area, near Grant Turn-Around and Admissions)	x7761/x3121	OK	Open 0720-1600 daily If CAT IV will do exam on arrival; should have Dental Records; if don't, contact last duty assignment and ask them to send them to the West Point Dental Clinic
5	Child and Youth Services / School Enrollment Officer	Bldg 140, Lee CDC (North end of post near Subway and Old PX)	Inprocessing: x2092 Child Registration: x4458 (Tara Balse) x0939 (Missy Martin)	OK	Open 0830-1700 daily Child Registration is by appt. only! Forms located at www.westpointmwr.com (Child, Youth & School Services; Parent Outreach; Enrollment and Registration)
5	Education Center	BLDG 683 (North end of post near Subway, Old PX, and MWR Gym)	x3464 / x5389	OK	Open 0745-1630 daily Req'd for CPTs (MAJ and LTCs exempt); will give details of Post-911 GI Bill Benefits - MAJs and LTCs welcome
5	Medical Hospital Records	Keller Hospital (North end of post near Washington Gate)	x6829	OK	Open 0715-1615 daily Bring Dependent SSNs, Inprocess Tricare Service Center Before visiting