



Southern California Regiment of Young Marines

"Leaders Motivate Others"

School Director: Michael Guiles

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TO: Unit Commanders

Subj: Letter of Instruction for Division JLS/SLS 17-22 December 2010

1. The Southern California Regiment of Young Marines will be conducting a Junior and Senior Leadership School 17- 22 December 2010. The school will take place at MCRD, San Diego. Check in will begin at 1800 on Friday, 17 December. All Registered Students and Adult Staff should arrive no later than 2200. (Please note that the 22nd is a travel day for those Young Marines and staff from out of the area, graduation will be held on the night of the 21st).
2. Cost of the school is \$100.00 for each Young Marine and Non-School Staff Registered Adults (RA). The cost includes all meals, school materials, facilities and a school T-shirt to be distributed at check in. Checks must be submitted prior to 30 November 2010. Make checks payable to SCRYM. Checks are to be mailed to the School Paymaster. Mailing address is: Denise Munoz, c/o SCRYM JLS/SLS, 32456 Hupp Drive, Temecula, Ca. 92592. With check, please include YM Name, Rank, Unit, Birthdate, Address and a working phone number on a separate piece of paper. Registration is limited to the first 12 (SLS) and 13 (JLS) total students will be no more than 25. Please register early! **Cutoff date for SCRYM Young Marine Registration is 8 November 2010 after that date the school will open first come first serve to units outside of our Regiment.**
3. **JLS** is open to all YM LCpl's 12 and older and YM Cpl's 11 and older. Young Marines must be in good standing (i.e. Good Unit attendance).
4. **SLS** is open to all Young Marine Sgt's 13 years old and up with a date of rank on or before 1 October 2009. Must be a national or accredited JLS graduate, Young Marines must be in good standing (i.e. Good Unit attendance).
5. All young Marines must have a 3rd Class PFT (database must be up to date with all scores).
6. Units must be compliant with the National Headquarters to send their Young Marines to any Regimental school.
7. All Units will provide the school with a copy of the Young Marines online record book. Record books must reflect the proper upkeep (i.e. **PFT's, DDR, Current rank must be in their record book**).

8. The following forms are required to be completed before any YM can attend the school.
 - A. Hold harmless Agreement – Located in the database
 - B. S.A.T. (Standard Activity and Training Form) – Located in the database. Must be completed by parent and or guardian and must contain all the requested information, including medical insurance information, certified by the Unit Commander.
 - C. YMMED Form 2 with all information filled out completely, parent/guardian with signatures
 - D. Completed FORMS must be turned in to the School Adjutant at the time of check-in.
 - E. Unit Commanders must have sent in their units JLS/SLS attendance spreadsheet NLT 25 June 2010.
8. Due to limited Space Registered Adults, who transport their children, but are not scheduled to participate in the School, will not be allowed to stay.
9. Official Registered Adult Uniform will be either a Unit staff Polo shirt or the Young Marines Black T-Shirt that can be ordered from the database, Khaki Proper BDU trousers. Active Duty and Reserve and Retired Military personnel can wear their camouflage uniform.
10. If there are any Young Marines who require special assistance (I.e. An IEP from their school), they will be afforded every opportunity to succeed and complete the school. Please inform the Director if this is the case prior to registration.
11. Young Marines will be allowed a telephone call upon check-in to advise of their safe arrival, if not transported by a family member. And a phone call home the night prior to graduation.
12. Young Marines will report in their camouflage uniform with ribbons. Males should have a fresh haircut and no jewelry. Females should not have any makeup or jewelry.
13. All paperwork and signatures must accompany the YM's and be submitted at check-in. If there are errors on paperwork, or missing signatures, we will do everything in our power to correct the problem. However, if the mistakes cannot be corrected, by 2200 on arrival day, it will be the Unit Commander or parent's responsibility to get the YM home.
14. Please contact School Director if traveling other than by car. Young Marines that travel by air will fly into San Diego, California. YM's must fly in prior to 1800 on 17 December. Fly out will be after 0800 on 22 December.
15. Everyone will remember that we are guests of one of the most famous and hallowed bases in the United States Marine Corps, (MCRD San Diego). All eyes will be upon us at all times professionalism will be number one in everyone's mind while at this school.

16. A signed Letter of Recommendation must be provided by the Unit Commander for each Young Marine attending.

Michael Guiles
Regimental Commander