

**APPLICANT PRE-ARRIVAL ORIENTATION OUTLINE**

**November 2019**

Below are sample topics for Recruiters to brief applicants prior to their arrival at the MEPS:

**1. INTRODUCTION**

- a. Recognize the important decision your applicant is considering and congratulate them on their decision.
- b. Explain the MEPS mission in terms they can understand.
- c. Explain the relationship between MEPS and the recruiting Services.
- d. Describe who works at a MEPS (e.g., joint service military, civilians).
- e. Explain the process they will undergo and what will be accomplished while at the MEPS.
- f. Explain the orthopedic/neurological examination, which allows medical staff to fully view neuro/skeletal/muscular reactions to movement commands, is performed in a single sex group while wearing undergarments; and therefore recommend conservative undergarment attire.
- g. Discuss the MEPS Commander’s electronic device policy.
- h. Discuss appropriate attire and hygiene standards for at the MEPS; and when reporting to basic training.

1) Dress standards:

<b>Mandatory Attire</b>	
Footwear (socks must be worn)	Clean undergarments (Males) – briefs or boxers
Upper and lower garments (e.g., shirts/blouses, pants, shorts, dresses/skirts)	Clean undergarments (Females) – brassieres/sports bras and underpants

<b>Unauthorized Attire</b>	
Sandals, heeled, or open-toed shoes	Thong or similar exposure-type undergarments/underpants
Headwear of any kind (e.g., hats, headbands, bandanas, doo-rags)	Sleeveless t-shirts, net or mesh shirts, tank tops, midriiffs or halter tops, and shirts with low-cut necklines
Clothing that displays objectionable or obscene words, gestures, or graphics	Shorts or trousers where underwear is visible
Excessively short clothing (dresses or shorts must be at least mid-thigh)	Items intended to be worn as undergarments worn as outer garments (e.g., plain white t-shirts or boxers)
Clothing that is transparent or excessively tight (e.g., leggings, spandex, compression shorts, bathing suits)	Jewelry to include body piercings, earrings, gauges, chains, necklaces, etc. (except engagement/wedding rings and a watch)
Military Uniforms (complete or incomplete items)	

2) Hygiene standards. All applicants are required to meet basic hygiene requirements by taking a shower prior to coming to the MEPS (if possible). They should make every attempt to wear clean clothing on the day they visit the MEPS.

*Note: Clothing and grooming styles dictated by religion or ethnicity are exempt.*

**2. ITEMS TO BRING**

- a. Photographic identification card (photo ID) is required to check-in to the lodging facility, and to check-out of the lodging facility for departure to the MEPS.
- b. Reading material if they wish.

**3. ITEMS NOT TO BRING**

- a. Large amounts of cash.
- b. Valuable items.
- c. Weapons or contraband of any kind:

Firearms/ammunition	Items with the appearance of weapons (e.g., lighter that looks like a gun/knife)
Flammable items	Knives, including pocket knives
Self-defense weapons	Fireworks
Illicit drugs	Bongs/syringes/roach clips/rolling papers
Bow and arrows	Leatherman/Gerber type tools
Explosive materials	Razor-type blades/utility knives
Disabling chemicals	Box cutters
Martial arts weapons	Mace/pepper Spray
BB guns	Baseball bats
Compressed air guns	Ice axes/ice picks
Bombs	Alcohol
Tasers/Stun guns	

*Note: This list is provided as an example and not intended to reflect all prohibited items.*

**4. TRANSPORTATION**

Discuss time and method(s) of transportation from home to the lodging facility or to the MEPS and transportation back home, as applicable. Explain to your applicant the rules governing the use of their privately owned vehicle to and from the MEPS and to basic training; and who may or may not transport them to the airport. Further emphasize that there are no authorized stops between the MEPS and the airport.

**5. LODGING FACILITY**

- a. Name, location, and telephone number.
- b. Rules and expected behavior.

c. A photographic identification card (photo ID) is required to check-in to the lodging facility, and to check-out of the lodging facility for departure to the MEPS.

## 6. ARMED SERVICES VOCATIONAL APTITUDE BATTERY (ASVAB)

Discuss the details of the ASVAB and the importance of doing well on the test. Explain available test locations and times.

## 7. PROCESSING AT THE MEPS

Describe a typical processing day at the MEPS for a DEP applicant and a Shipper. Encourage viewing “A Day at the MEPS” video on USMEPCOM’s website: [www.mepcom.army.mil/About-us/USMEPCOM-Videos/A-Day-at-the-MEPS/](http://www.mepcom.army.mil/About-us/USMEPCOM-Videos/A-Day-at-the-MEPS/)

## 8. ADDITIONAL FACTS

a. Smoking policy.

b. Headphones may not be worn in MEPS.

c. Glasses: If your applicant wears corrective lenses, they should report with glasses rather than contact lenses when possible.

d. Telephone numbers:

1) Army Counselor: \_\_\_\_\_

2) Army National Guard Counselor: \_\_\_\_\_

3) Navy Counselor: \_\_\_\_\_

4) Air Force Liaison: \_\_\_\_\_

5) Air National Guard Liaison: \_\_\_\_\_

6) Marine Corps Liaison: \_\_\_\_\_

7) Coast Guard Liaison: \_\_\_\_\_