

Applicant Pre-Arrival Orientation Outline May 2019

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

1. INTRODUCTION

- a. Recognize the important decision they are considering and congratulate them on their decision.
- b. Explain the MEPS mission in terms an applicant can understand.
- c. Explain the relationship between MEPS and the recruiting services.
- d. Describe who works at a MEPS (i.e., joint service military, civilians).
- e. Explain what the MEPS will accomplish with the applicant.
- f. Discuss appropriate attire at the MEPS and when reporting to basic training.
- g. Discuss the MEPS Commander's applicant electronic device policy.

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. Shoes are required; shower shoes and sandals are not allowed.
- c. Clean undergarments are mandatory.
- d. Seasonal attire of suitable appearance.
- e. 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 (examples on next page).

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 the applicants 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 applicants 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.

8. ADDITIONAL FACTS

- a. Smoking policy.
- b. Headphones may not be worn in MEPS.

c. Glasses: Applicants who require corrective lenses should report with glasses rather than contact lenses when possible.

d. Telephone numbers:

(1) Army Counselor: _____

(2) Navy Counselor: _____

(3) Air Force Counselor: _____

(4) Marine Corps Liaison: _____

(5) National Guard Liaison: _____

(6) Coast Guard Liaison: _____