



**SUMMER 2022 – MUG GUIDANCE**

**SUNY Maritime  
Regiment of Cadets**

Dear Future Cadet:

Welcome aboard and congratulations on your acceptance to Maritime College. On behalf of the Regiment of Cadets and the Regimental Staff, we look forward to your joining us in the upcoming semester.

Starting Wednesday, August 17, 2022, you will take part in the **2022 Indoctrination (INDOC) Phase I** program. You will receive further guidance on your actual check-in closer to the start of INDOC. To prevent unnecessary delays or problems, please note that all INDOC and uniform fees must be paid prior to the start of this period. Financial arrangements for tuition and other fees are to be completed prior to this date, **and all required medical forms and records must be submitted for evaluation by the college medical staff no later than Monday, August 1.** Please note, failure to complete all financial and medical requirements prior to the start of Indoctrination will delay your start and could jeopardize your status as a member of this Indoctrination class.

**Please make sure to check the Maritime College website for the latest policy on vaccinations.**

The mission of the Mariner Under Guidance (MUG) Indoctrination (INDOC) period is to instruct and mentor incoming cadets to present themselves professionally as a member of the Maritime College Regiment of Cadets. INDOC transforms civilians to cadets, familiarizes them with a regimental lifestyle, with seamanship and shipboard life, and finally, transitions them into members of the Regiment of Cadets. INDOC cultivates followership, which promotes their formation into effective leaders. This rewarding experience builds teamwork, camaraderie, respect, self-discipline, and time management skills. During INDOC, MUGs are introduced and familiarized with maritime customs and traditions aligned with our core values of loyalty and valor.

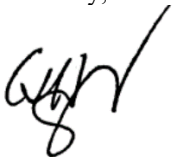
The program at the Maritime College is unique. The combination of the military-like structure of the Regiment, the challenging academic programs and professional skills development will place demands on you not found at other colleges. It is important that you understand this prior to your enrolling at the college; you will need to be both mentally and physically prepared for this challenge. Upon starting, you will find that self-discipline is an essential element required to complete the program; it is also integral to your professional development and future success. The daily routine at the Maritime College and on the Training Ship is very structured and is one based on a traditional regimental system. Cadets are required to accept responsibility during the academic year, during internships, and while on the Summer Sea Term for their decisions, their assigned duties and for the welfare of their fellow cadets. The purpose of the upcoming Indoctrination period is to prepare you for this routine.

You are to report to Maritime College and check-in to Housing on Wednesday, August 17, 2022. You will receive further guidance from Student Housing regarding this. Please use the enclosed documentation (Reporting Requirements) when packing for your move into Housing. **Cadets in the Regiment have different packing requirements than students not pursuing the regimental lifestyle.** You should clear all outstanding issues prior to reporting to INDOC Phase I so you can fully participate in the program. INDOC Phase I will culminate on Saturday, August 27, 2022 with a Recognition Ceremony at 1000 on Reinhart Field. **This does not mean that your indoctrination to Maritime and the Regiment of Cadets is complete, but that you have satisfactorily completed the initial training phase.** Please note, if, for any reason, you are unable to participate in the entire period of Indoctrination (August 17 – August 27), you will be deferred to the next Indoctrination period (August 2023).

It should be noted that except for emergencies, no cadet will be allowed visitors prior to the end of INDOC Phase I. Please inform your family/friends of this fact. In cases of emergency, my office may be contacted at 718-409-7352.

Again, congratulations to you on your acceptance to the first and foremost Maritime College in the United States. You and your family should take great pride in your acceptance.

Sincerely,



Captain Catie Hanft  
Commandant of Cadets & Dean of Leadership Development

# **INDOC - LEADERSHIP DEVELOPMENT FOUNDATION**

Congratulations on your acceptance to SUNY Maritime College and your decision to participate in the Regiment of Cadets! You have decided to participate in a storied organization with nearly 150 years of rich seagoing experience. This process will shape you into a capable, prepared, professional individual who will be one of the leaders of the future.

As you approach your arrival at SUNY Maritime College in August, there are several aspects that you must begin tracking to ensure you enter the next stage of your life as prepared as possible.

## **INDOCTRINATION PERIOD**

The Indoctrination Period, commonly called INDOC, is the orientation period for students who wish to participate in the Regiment of Cadets at SUNY Maritime College and pursue the academic programs attached to the license program. It is a 10-day period that will rapidly lay the foundation for incoming MUGs in the following skills:

- a base level knowledge of shipboard operations as required of merchant mariners
- an understanding of SUNY Maritime College's history and traditions
- instruction on the processes encountered by students at SUNY Maritime College (registering for classes, checking grades, changing rooms, understanding the College Code of Conduct, etc.)
- instruction on the processes unique to the Regiment of Cadets (maintaining a uniform, following hair standards, keeping a clean room, etc.)
- an understanding of the Regimental Rules & Regulations, the rules that guide all cadets at SUNY Maritime College through their daily life on campus
- time management
- stress management
- personal accountability – for your decisions/actions
- adapting to changing conditions in a professional setting
- assimilating to a new culture that may be unfamiliar

During this 10-day period, you will be unable to access your personal telephone, unable to wear a watch, unable to leave campus, and unable to contact individuals who are not at the College at that moment. This is in place for you to have the most immersive experience in order to set you up for success as a member of the Regiment of Cadets, and to minimize distractions for both participants and staff, as this replicates the separation that mariners will all face while out at sea on ships. In the event of emergency, you will be able to quickly reach individuals who are not at Maritime College during INDOC. However, begin to prepare yourself emotionally and mentally for separation from social media and from friends and families for this orientation period.

**INDOC 2022 will be conducted from Wednesday, August 17 to Saturday, August 27.** More information on the check-in process for this will be sent in the future.

Completion of INDOC is mandatory for all students wishing to participate in the Regiment of Cadets. Failure to complete the full 10-day period will result in deferral to next year's INDOC, and will mean you are unable to enroll in the majors and courses necessary to pursue the USCG License Program, along with deferring your membership in the Regiment of Cadets. Failure to complete INDOC will not remove you from the College; if you choose to stay following INDOC you may be enrolled in an intern program. Following successful completion of INDOC, you will begin classes on Monday, August 29 as a Mariner Under Guidance (MUG) in the Regiment of Cadets.

## **PERSONAL ACCOUNTABILITY**

Several small changes can be made to your life now that will positively impact you and prepare you for INDOC. If these are things you do now, you are already ahead of the curve for INDOC.

- Start your days off right!
  - When you awake in the morning, rise to an alarm which stays consistent. At Maritime College, cadets/MUGs start their days at 6:30 AM (0630) every morning. Before you leave your room, make your bed and ensure it is in a presentable state for your return.
- Reach out to others!
  - Make it a habit of giving people you see the greeting of the day. Say "Good morning" and "Thank you" to the person holding the door open for you on your way into a store. Shake hands with a person when you meet them for the first time. Ask a cashier how they are doing as they ring up your purchase. Call your grandparents if you have them and ask them what they are up to. Things like these points will acquaint you with the level of respect which is expected of all cadets at Maritime College.
- Take notes!
  - Carry a pen and paper with you at all times, or utilize the Notes app on your cell phone. You never know when you'll have to write down an important piece of information. Keeping notes positively reinforces your memory, as well. Additionally, start to journal and keep track of your thoughts. Having control of your ideas and your passions helps reinforce why you are here.
- Create a schedule and stick to it!
  - Learn to segment your day into blocks, and try to keep these blocks separate from one another. This is how life operates at Maritime College, and this will allow you to understand your priorities better and not be overwhelmed by large amounts of work.

## **DATES TO REMEMBER**

Friday, September 18<sup>th</sup> – Sunday, September 20<sup>th</sup> - Tunnel to Towers Service Project and Annual Monomoy Race

Friday, October 28<sup>th</sup> and Saturday, October 29<sup>th</sup> – Homecoming Weekend

**ALL MUGs** will be required to remain on campus these weekends to participate in these two annual traditions.

## **GROOMING STANDARDS**

Grooming standards for MUGs are as follows:

Male Cadets must arrive with (or will receive once INDOC starts) a close-cropped haircut in accordance with the standards explained below. Women must arrive with their hair cut or styled above their collar, in accordance with the standards explained below. Since the INDOC routine is rigorous and demanding, hairstyles that do not require much attention and are easy to manage are key to maintaining a professional appearance and to managing your time. You may find it helpful to have your hair cut or styled before reporting to Maritime.

Grooming Standards for men will be neat, clean and present a groomed appearance at all times. Hair on the back and sides of your head must be tapered, with no abrupt or “blocked” hairline. Hair may not touch the back of your shirt collar, extend over or touch your ear, and the bulk of your hair shall not exceed one and a half inches (1.5"). Hair may not be shaved to a defined line on the scalp. For those who choose to wear crew cuts, the hair on top of your head must be at least 1/16 inch in length. Hair will be kept combed and worn off the forehead. No hair may show under the front brim of military headgear. Hair color must be a solid natural color. Sideburns will be trimmed straight with no flare. The lower limit of the sideburn will be the middle of the opening of the ear. No facial hair is permitted.

Grooming Standards for women with a short hairstyle, your hair may touch your collar, but must not fall below the bottom edge of your shirt collar. No hair may show under the front brim of any head gear (ball caps or uniform headgear) nor shall it extend below your eyebrows when headgear is removed. Hair may be worn layered or one length. Hair on the sides of the face may extend to the jawbone. Hair color must be a solid natural color. MUG females who choose to maintain their hair in a long style will wear it “up” (in a bun) when in uniform for safety reasons. In no case will the bulk or length of hair interfere with your training or the proper wearing of headgear. Loose hairs must be kept flush to the sides of the head. Hair may not be shaved to a defined line on the scalp. Hair ornaments, such as ribbons, head bands, and clips, will not be worn when in uniform. Pins, combs, cloth-covered elastic bands or barrettes similar in color to the individual’s hair color may be worn, but shall not interfere with the wearing of military headgear.

These standards for haircuts may relax at the conclusion of INDOC.

*Note: Exceptions to policy for uniforms and grooming standards require a written authorization (known as a ‘chit’) from the Commandant of Cadets.*

# REPORTING REQUIREMENTS

**Arrival: Wednesday, August 17<sup>th</sup>, 2022**

The new cadets in the Regiment – MUGs (Mariners Under Guidance) - will begin INDOC Phase I on this day. You will receive guidance from Student Housing regarding check-in to the dorms early that morning.

**Please make sure to check the Maritime College website and adhere to the latest policy on vaccinations.**

**The INDOC fee must be paid in full prior to the new MUG being permitted to begin INDOC. The fee for all cadets is \$1200. This fee will be posted to your student account soon.**

Once the Indoctrination program begins, you will not be permitted to have any visitors or electronic communications until Saturday, August 27, 2022 at noon. All personal matters should be attended to prior to arrival at the college. In cases of emergency, your parents or guardians may reach you through the Regimental Affairs Office at (718) 409-7352, (718) 409-7442, or through University Police at (718) 409-7311 (after hours). If, for any reason, during the Indoctrination period parents must be contacted, they will be called by a member of the Regimental staff. If, for any reason, you are unable to participate in the entire period of Indoctrination, you will be deferred to the next Indoctrination period (August 2023).

We do not encourage you to bring large amounts of cash with you. All monetary arrangements should be made prior to your arrival. You may need some money for incidentals. In addition, the Ship's Store accepts major credit cards for all purchases except for cash advances, and an ATM is available on campus. Likewise, use of cell phones will not be permitted during Indoctrination and candidates are strongly encouraged to leave them home for the duration of the program.

The Code of Federal Regulations Title 46 requires that those participating in the Regiment be subject to a urinalysis testing program. During INDOC, all incoming MUGs will undergo urinalysis testing as part of the required 'pre-employment testing'. Those who fail this urinalysis testing will be dismissed from the Regiment and will be sent to the College's judicial system for adjudication.

\*\*\* Prior to arrival for Indoctrination, if you have been injured or developed any medical condition that may prohibit your participation in Indoctrination (e.g., broken bones, serious sprains, etc.) please contact Health Services at (718) 409-5424 to discuss limitations. Should you have any pre-existing medical conditions, please contact the Health Services prior to arrival to discuss documentation that may be required to clear you for participation in Indoctrination. *Also note, if at any time during Indoctrination, you are placed on "light duty" (medical accommodations that do not allow full participation in required activities) for a period of 24 hours or more, you will be deferred to the next Indoctrination period (August 2023).*

**Completed physicals (719Ks) must be received by Health Services no later than 3 pm on Monday, August 1, in order to begin INDOC on Wednesday, August 17. Failure to submit the physical by this deadline will mean participation in INDOC is deferred to August 2023.**

## REQUIRED PAPERWORK

Upon arrival to INDOC on August 17<sup>th</sup>, 2022, you must have a valid Transportation Worker Identification Credential-TWIC (if you are an American citizen) and a valid passport. Failure to have these two documents in your possession upon arrival (or failure to have them valid through the dates indicated below) may result in deferral of your participation in INDOC to August 2023. If you currently do not have a valid passport or TWIC card, you should apply for them now.

Frequently check the SUNY Maritime College website for updates regarding your enrollment at the College. Additionally, check your email for any emails from the Admissions Department, Student Affairs, the Registrar, or the Regiment of Cadets. These will all give you updates on college processes that you may have to take part in.

# ITEMS FOR INDOC & 4th CLASS YEAR

New Regimental students are **required** to bring the following items to Indoctrination:

1. **All the items as listed in the “Uniform Requirements Package” which, in their entirety, must be purchased from the Ship's Store.**

2. **In addition** the following items are **required** for Indoctrination:

- TWIC (valid through Jan 2026)\*
- Passport (valid through Jan 2026)\*
- Bath towels (quantity 2, white)
- **Combination locks (2)**
- Laundry detergent
- Nylon Mesh Laundry Bag
- Paper
- Pens (ball point pens – Black)
- Pillow
- Pillow case (white)
- Postage stamps
- Running shoes (sneakers – cross country or training)
- Sleeping Bag
- Shower shoes (flip flops)
- Socks (gym, quantity 10, white)
- Socks (dress, quantity 10, black)
- Sharpie (Wide Marker – quantity 2, black)
- T-shirts (crew neck, quantity 10, white)
- Toiletries
- Underwear (quantity 10)
- Container, **lockable**, 31 ¼ x 17 5/8 x 13 7/8 (foot locker)\*\*

**\*You MUST bring your TWIC & your passport with you to INDOC.**

**\*\* May be purchased from the Ships Store**

**No more than two sea bags and one footlocker will be allowed in the dorm room.**

The following items are for use during the regular academic year:

- Alarm Clock
- Batteries
- Bed linens (extra sheets, flat, extra-long, white)
- Calculator
- Computer or laptop, Printer
- Gym bag
- Shower Caddy
- Surge protector (UL approved)
- Trash bin
- Desk lamp

**First aid kits, cleaning supplies and fans will already be pre-staged in the dorm rooms. Please do not bring these items with you.**

Cadets who travel long distances are permitted to bring the items above (for use during the academic year) with them at the beginning of INDOC.

During INDOC, tobacco/vaping and the use of clocks, watches and electrical appliances are prohibited. During the academic year, MUGs (4/C Cadets) are not permitted carpeting/rugs, or any furniture other than that provided by the college.

# **TWIC APPLICATION PROCESS**

***ALL INCOMING REGIMENTAL STUDENTS MUST HAVE TWIC TO START INDOC\****

**What is a TWIC** – The Transportation Worker Identification Credential, **TWIC**, is required by the Maritime Transportation Security Act for personnel who need access to secure areas of the nation’s maritime facilities and vessels. (including TS EMPIRE STATE) and all mariners holding US Coast Guard issued credentials. Transportation Security Administration (TSA) will issue workers a tamper-resistant “Smart Card” containing the worker’s full name, expiration date, digital photo and 2 biometric fingerprints to allow for a positive link between the card itself and the individual.

**TWIC Enrollment website** - <https://universalenroll.dhs.gov>

**Cost** – The cost of the TWIC card is **\$125.25 per applicant and is valid for five years.**

**What documentation do I need to provide to apply for a TWIC?** - Applicants must provide the appropriate documents in order to verify their identity. They must provide one document from List A, or two from List B, one of which must be a government-issued photo ID:

**List A: (need one)**

- Unexpired US passport
- Unexpired Permanent Resident card or Unexpired Alien Registration Receipt Card with photograph
- Free and Secure Trade (FAST) Card
- Merchant Mariner Document (MMD)

**OR**

**List B:**

**(need two and one must be a government-issued photo ID):**

- U.S. Certificate of Citizenship (N-560, 561)
- U.S. Certificate of Naturalization (N-550 or 570)
- Driver's license or ID card issued by a state or outlying possession of the United States
- Original or certified copy of birth certificate issued by a state, county, municipal authority, or outlying possession of the United States bearing an official seal
- Voter's registration card
- Consular Report of Birth Abroad
- U.S. Military ID or U.S. Retired Military ID
- U.S. Military Dependent's Card
- Expired U.S. passport
- Native American Tribal Document
- U.S. Social Security card
- U.S. Citizen Card I-197
- U.S. Military Discharge Papers DD-214
- U.S. Department of Transportation (DOT) medical card
- Standards of Training Certification and Watch Keeping (STCW Certification)
- Certificate of Registry (COR)
- Merchant Mariner's License (MML)
- Civil marriage certificate

**Personal privacy** - The Transportation Security Administration (TSA) will send pertinent parts of the enrollment record to the FBI, as well as within the Department of Homeland Security (DHS), so that appropriate terrorist threat, criminal history, and immigration checks can be performed. TSA will review the results of the checks to determine if the person poses a security threat, and will notify the applicant of the results. When TSA determines that an applicant qualifies to receive a TWIC, a credential will be produced and sent to the enrollment center at which the applicant applied.

\*Non US Citizens accepted into the Regimental Program are not eligible for a TWIC; upon successful completion of Indoctrination



# **TWIC ENROLLMENT PROCESS**

The enrollment process consists of the following steps: pre-enrollment, in-person visit, security threat assessment and notification of the results, and issuance of the TWIC to the applicant.

**Currently it is expected to take 4 to 6 weeks from enrollment to receive your TWIC. Applying after July1, may result in a delay in receiving your TWIC prior to INDOC.**

## **Step One:**

**Pre-enrollment (You MUST Pre-Enroll)** - Applicants pre-enroll online and enter all of the information required. TWIC Enrollment website - <https://universalenroll.dhs.gov>.

Pre-Enrollment consists of steps 1 - 10; you must complete all 10 steps.

For Step 6, in Employment Status, you must select "Pre-Employment/Unemployed" in the drop down and in Occupation or Trade you must select "Merchant Marine".

For Step 9, to find the enrollment center nearest you, enter you home zip code. Be advised each enrollment has indicated hours of operation, plan accordingly.

## **Step Two:**

**Make an appointment** – Note you can select "walk in" as an option however scheduled appointments take priority.

## **Step Three:**

### **Visit an Enrollment Center:**

- Provide identification documentation (see page 1 for acceptable forms of ID)
- Pay the enrollment fee (\$125.25)
- Complete a TWIC application disclosure form
- Provide biographic information
- Be fingerprinted
- Sit for a digital photograph

## **Step Four:**

**TWIC Delivery Options** - You have the option to have it mailed to a selected address or you can arrange to return to enrollment center to pick up your card. We strongly recommend the mailing option.

# UNIFORM REQUIREMENTS

The following items make up the cadet's entire uniform. They must be purchased through the Ship's Store and will be issued upon your arrival in August. **A \$500.00 NON-REFUNDABLE deposit is due on JUNE 6, 2022 in order to begin processing your Uniform package ♦ Uniform Package total is approximately \$3500.00 (includes sales tax) must be paid on or before August 17, 2022 All prices are subject to change (Additional \$10.00 for each item 3XL or larger on sweatshirt & sweatpants)**  
**\*\*Although your uniform fee may be covered in your financial aid package or scholarship initially the student must pay this fee on or before August 17, 2022**

**Please make checks payable to the "Ship's Store."**

For your convenience, you may call in, or mail your payment:

Ship's Store, SUNY Maritime College, 6 Pennyfield Ave., Throggs Neck, NY 10465

Phone: 718-409-7342, Fax: 718-409-2868 Ship's Store Hours: WEEKDAYS 9:00AM – 4:00PM

BEDSPREAD	KHAKI P/W BELT	PPE (SAFETY PKG) EAR PLUGS	LAUNDRY BAG
BACK PACK	KHAKI PANTS P/W (2)	HARD HAT	POLO SHIRTS (2)
BASEBALL CAP	KHAKI SHIRT S/S P/W (2)	SAFETY GOGGLES CLR/GRY (2)	SOAP DISH
BLACK BELT	BLACK WEB BELT	WORK GLOVES	TOOTHBRUSH HOLDER
BLACK UNIFORM JACKET	KNIT WATCH CAP	SEA BAG	SEWING KIT
BLUE BLANKET	LEATHER DRESS SHOES (2)	SCHOOL PINS	SCARF
BOS'N PIPE MANUAL	LEATHER GLOVES	SHIRT STAYS (2)	RAIN COAT
BOILER SUITS L/S (3)	LINED WINDBREAKER	SIX FOOT LENGTH LINE (2)	<b>DORM ROOM SUPPLIES</b>
BOILER SUIT PATCHES(2)	LONG TIE (MALE)	SHOULDER BOARDS 4TH CLASS	<b>1/room (in the room upon arrival)</b>
BRASS BUCKLES (3)	MARLIN SPIKE KNIFE	STEEL TOE BOOTS	TRASH BIN
CREW NECK SWEATSHIRT	MATTRESS COVER	STENCIL KIT	BRASSO
DRESS BLUE JKT	NAME PLATES (3)	SWEAT PANTS	BROOM
S/L DEVICE	NAME TAPES (2)	SWIMSUIT (FEMALE)	SPONGE MOP
DRESS BLUE PANTS (2)	NECK TAB (FEMALES)	SWIM TRUNKS (MALE)	BUCKET
DRESS COVER	NOTE PAD W/2 PENS	TIE BAR (MALE)	FAN
DRESS COVER DEVICE	PEA COAT	WHITE CTN S/S SHIRTS (2)	DUST PAN
FLAT WHITE SHEETS (2)	PILLOW CASE	WHITE CTN L/S DRESS SHIRT	FIRST AID QUIT
FLASHLIGHT W /BATTERIES	REFLECTOR BELT	LINT BRUSH	CLEANING AGENT
GYM SHORTS (2)	FINE MARKERS	IRON	
GYM T SHIRTS (2)	CHISEL MARKERS	IRONING BOARD	
KHAKI /BLK GARRISON CAP P/W	SHOE SHINE KIT		

Blue Jackets will be sent out each summer for striping, it is the standard responsibility of every cadet to maintain the required uniforms in acceptable standard condition, fit and numbers. It shall be the responsibility of the cadet to replace items as necessary.

## UNIFORM PAYMENT

PRINT STUDENT'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: \_\_\_\_\_

Form of Payment: accepted (Visa, Master Card, American Express, Discover, personal check)

For specific uniform questions you may call the Maritime College Ship's Store: 718-409-7342.

## **FREQUENTLY ASKED QUESTIONS**

The following are several frequently asked questions regarding INDOC and the 4/C Year. If you do not find an answer to your question(s), please email the Regiment of Cadets at [asktheregiment@sunymaritime.edu](mailto:asktheregiment@sunymaritime.edu) for assistance.

1. Do I need to be vaccinated to come to INDOC?

*Answer – Please refer to the latest guidance on the SUNY Maritime website.*

2. How much does INDOC cost?

*Answer – The cost of INDOC for all incoming cadets is \$1200.*

3. What do I do if I have not received my passport or TWIC card due to COVID-19 delays?

*Answer – If you have not been able to successfully receive your passport or TWIC, please arrive with a print out of receipts for applications for the passport and/or TWIC.*

4. Do I bring my passport and TWIC with me?

*Answer – Yes.*

5. I have been unable to complete my United States Coast Guard 719K Health documents?

*Answer – All incoming MUGs must have a completed USCG 719K to participate in INDOC. If you are having difficulty in completing this form, please contact [healthservices@sunymaritime.edu](mailto:healthservices@sunymaritime.edu) for additional guidance.*

6. Do I need to purchase a sea bag, as directed, for my personal gear?

*Answer – Sea bags are a time-tested piece of equipment that provide ample space for personal and uniform gear. Sea bags are available for purchase from the Ship's Store and upon payment, it can be sent to your home for use. To contact the Ship's Store, please email [shipstore@sunymaritime.edu](mailto:shipstore@sunymaritime.edu)*

7. What are the size restrictions for the “locked” box for Fall semester items?

*Answer – The Regiment of Cadets recommends the utilization of a standard footlocker. Footlockers are available for purchase at the Ship's Store. The locked container should be no larger than a standard foot locker (31 ¼ x 17 5/8 x 13 7/8).*

8. What does my MUG do if they do not feel well?

*Answer – Any MUG who does not feel well should report to their cadet leadership or Regimental Officer. The MUG will then have the ability to meet with a member of our Health Services team for consultation.*

9. What type of jeans should I bring to INDOC?

*Answer – Work-type jeans would be the most appropriate.*

10. Can I send my MUG with water or snacks for INDOC?

*Answer – No. No bottled water or snacks are permitted during INDOC. Ample food and water will be provided throughout Phase I of INDOC. Snacks and water are permitted at the completion of Phase I of INDOC.*

11. What will the haircut standard be for arrival and during INDOC for Male MUGs?

*Answer – Male MUGs may report with their hair already cut to the following standards: haircuts will be conservative in style and professional in appearance. Haircuts will not exceed 1 1/2 inch in bulk with a taper of no longer than 1/4 inches with an even fade. Sideburns will not fall below the center of the ear and will have a straight cut.*

*Barbers will be on site at the start of INDOC to ensure all haircuts are within regulations.*

12. Will there be an INDOC graduation ceremony on Saturday, August 27, 2022?

*Answer – Yes, there will be a **Recognition Ceremony** on Saturday August 27, 2022 at 1000 on Reinhart Field. This will mark the satisfactory completion of the initial phase of MUG training and indoctrination, but I not the end of INDOC.*

13. Do I have to cover tattoos while in uniform?

*Answer – No.*

14. Can I wear facial jewelry? (nose rings, etc.)

*Answer –Facial jewelry is not authorized while in INDOC or anytime cadets are in uniform.*

15. Will laundry and ironing equipment be available during INDOC?

*Answer - To facilitate uniform maintenance and upkeep, laundry facilities are available in each dorm and irons and ironing boards are provided as part of their uniform package.*

16. If I need to contact my MUG during INDOC, who should I call?

*Answer – in the case of an extreme emergency, you should call the Regimental Administrative Assistant, Ms. Zoey Zibor at 718-409-7352.*

17. If I still have questions, who should I contact?

*Answer: Please send an email to [asktheregiment@sunymaritime.edu](mailto:asktheregiment@sunymaritime.edu). Your questions will be answered quickly.*

## **DEPARTMENTAL PHONE DIRECTORY**

<b><u>Department</u></b>	<b><u>Email Address</u></b>	<b><u>Phone #</u></b>
Regiment	<a href="mailto:asktheregiment@sunymaritime.edu">asktheregiment@sunymaritime.edu</a>	718-409-7352
Housing	<a href="mailto:housing@sunymaritime.edu">housing@sunymaritime.edu</a>	718-409-5566
Health Services	<a href="mailto:healthservices@sunymaritime.edu">healthservices@sunymaritime.edu</a>	718-409-7347
Admissions	<a href="mailto:admissions@sunymaritime.edu">admissions@sunymaritime.edu</a>	718-409-7221
Athletics	<a href="mailto:mberkun@sunymaritime.edu">mberkun@sunymaritime.edu</a>	718-409-4841
Student Accounts	<a href="mailto:studentaccounts@sunymaritime.edu">studentaccounts@sunymaritime.edu</a>	718-319-1217
Financial Aid	<a href="mailto:financialaid@sunymaritime.edu">financialaid@sunymaritime.edu</a>	718-409-7268
Ship's Store	<a href="mailto:shipstore@sunymaritime.edu">shipstore@sunymaritime.edu</a>	718-409-7342
Registrar	<a href="mailto:registrar@sunymaritime.edu">registrar@sunymaritime.edu</a>	718-409-7262
University Police	<a href="mailto:upd@sunymaritime.edu">upd@sunymaritime.edu</a>	718-409-7311
Information Technology	<a href="mailto:helpdesk@sunymaritime.edu">helpdesk@sunymaritime.edu</a>	718-409-6917
Student Affairs	<a href="mailto:studentaffairs@sunymaritime.edu">studentaffairs@sunymaritime.edu</a>	718-409-5879
U.S.C.G. Licensing Office	<a href="mailto:licence@sunymaritime.edu">licence@sunymaritime.edu</a>	718-409-7212

# PRE-INDOC PHYSICAL CONDITIONING PROGRAM

## PHYSICAL FITNESS

Physical fitness, to promote physical well-being, is an integral part of living a healthy lifestyle. During INDOC and as a member of the Regiment of Cadets, you will be required to demonstrate the physical skills that are required of merchant mariners aboard vessels. Maintaining a level of physical fitness in which you can successfully demonstrate these skills will be vital for your success as a merchant mariner, as these skills may save your life one day. These skills include:

- Being able to swim 50 yards without stopping
- Being able to tread water without assistance for at least 5 minutes
- Being able to push, pull, lift, and carry a load of at least 40 pounds
- Being able to intermittently stand on your feet for as much as 1 hours with minimal rest periods
- Being able to walk up 100 steps without stopping or assistance
- Being able to climb up a 20-foot ladder without stopping or assistance
- Being able to don a personal floatation device (life jacket) without assistance

If you arrive at the College on the first day of INDOC and you cannot demonstrate these physical skills, you will receive guided training to get you to a level of physical fitness in which you will be able to demonstrate the physical skills upon completion of the training. Understand that this training will be in addition to your course load as a student and in addition to your Regimental requirements as a cadet, so it is in your best interest to begin training now to get to this level of physical fitness.

Throughout your MUG year, you will be assessed on your physical fitness to ensure that you in good physical standing to stand watch and perform the duties of a merchant mariner. This test is called the Physical Readiness Test, or PRT. The standards are as follows:

	Males	Females
Push-ups	51	24
Curl-ups	62	62
1.5 mile run	12:30	15:00

As you train with your classmates and maintain a healthy level of physical fitness, proper apparel will help facilitate this. Athletic sneakers are required for all cadets at INDOC, and will be required for you at all Physical Training sessions throughout your MUG Year. These sneakers must be black, white, or grey in color and must have a supportive, non-marking sole. The following sneaker models are recommended for purchase:

- New Balance FuelCell Propel
- New Balance Beacon
- New Balance 840
- Nike Air Zoom Pegasus
- Brooks Launch
- Adidas Supernova+

The following sneakers are **not authorized** and **should not be worn to INDOC**:

- Basketball sneakers
- Fashion sneakers

- Sneakers with collapsible or strap heels (i.e. Crocs)
- Sneakers that do not have laces (no slip-on sneakers)
- Sneakers that have molded soles (i.e. turf soccer cleats, track spikes, golf shoes, Heelys)
- Sneakers with excessively flashy prints (shoes should be solid colors with no designs on the upper)

## **COMMANDANT'S RECOMMENDED READING LIST**

Reading will be a fundamental part to your growth as a young adult into a leader and merchant marine officer. The following books are critically acclaimed novels that will lay a foundation for the skills which you will be instructed on as members of the Regiment of Cadets. While they are not mandatory readings, it will greatly benefit you to read them, as some of the books are also incorporated into the curriculums of the LEAD101 course you will take as a freshman.

- *"Make Your Bed: Little Things That Can Change Your Life...And Maybe the World"* by Admiral William H. McRaven (2017)
- *"Four Years Before the Mast: A History of New York's Maritime College"* by Joseph A. Williams (2013)
- *"How To Win Friends & Influence People"* by Dale Carnegie (1998)
- *"HBR's 10 Must Reads on Leadership"* by Harvard Business Review (2011)
- *"The Comeback Quotient: A Get-Real Guide to Building Mental Fitness in Sport and Life"* by Matt Fitzgerald (2020)