



## SURFACE WARFARE OFFICERS SCHOOL

### *BASIC DIVISION OFFICER COURSE (BDOC)*



#### PRE-ARRIVAL GUIDE

Welcome to the Surface Warfare Officers School, Basic Division Officer Course. We hope you enjoy the learning experience and are able to broaden your Surface Warfare knowledge base across the broad spectrum of Navy missions. In order to provide you with helpful information before your arrival at SWOS BDOC and make your stay as beneficial as possible, we are providing this “pre-arrival guide”. Welcome to San Diego!

The Basic Division Officer Course consists of 30 hours of instruction in Division Officer Fundamentals, 12 hours of instruction in Rules of the Road, 40 hours of instruction in Navigation, Seamanship, and Ship handling (NSS), 30 hours of training in Conning Officer Virtual Environment (COVE), 40 hours of instruction in Maritime Warfare, 24 hours in Maintenance University, 20 hours in Engineering, 15 hours in Damage Control, and 16 hours in Leadership over the nine week course.

#### **Pre-Arrival Requirements:**

- Ensure you contact the Navy Gateway on Naval Base San Diego (619) 556-8672 as early as possible to arrange lodging accommodations.
- If the Navy Gateway has no availability, contact the Navy Lodge on Naval Base San Diego (619) 234-6142.
- If the Navy Lodge is also unavailable, ensure you obtain a Certificate of Non-Availability (CNA) from the Navy Lodge to seek accommodations in town at the government rate.
- Ensure that orders, travel advances, and arrangements are made before leaving parent command.
- Verify that **Over Seas Screening** or **Sea Duty Screenings** are complete and signed by the commanding officer of your detaching parent command.
- Review material as directed in the “Course Preparation” section below.
- Students attending BDOC are on PCS orders that may include and Intermediate Stop at their ship or other school (before and/or after BDOC). If you check into your ship it should be as an intermediate stop **ONLY**. Only under specific circumstances should your ship send you to BDOC as TAD.
- If you arrive to San Diego prior to the start of class bring your orders to check in at Training Support Center, building 3280.

#### **Pay and Entitlements**

- If rental vehicle authorized, recommend using a rental car company at San Diego Airport.
- Hertz rentals are also available from Naval Base San Diego wet side.
- Leave is not normally authorized while in a student status. Special circumstances will be considered by the chain of command. The normal liberty radius for students is 250 miles, and Los Angeles is within range. Emergency leave is handled on a case by case basis.
- Officers not stationed in San Diego will be authorized per diem for the Navy Gateway, Navy Lodge, or off-site CNA.
- Officers stationed in San Diego, who have off-site housing, will be required to provide a copy of their lease upon arriving to BDOC to carry over BAH entitlements.

#### **General Course Information:**

- Report to Bldg 3292 on Naval Base San Diego Dry Side, 2<sup>nd</sup> Deck no later than 0700 on the class convening date.
- Required items on the first day of class:



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- Note taking material (for unclassified course material)
- Copy of original orders
- Completed Over Seas Screening (*NAVPERS 1300/16*) or Sea Duty Screening forms (*NAVPERS 1070/613*)
  
- Uniform of the day is Navy Working Uniform during normal working hours (0715-1630). Appropriate civilian attire may be worn after working hours and on weekends. Luggage occasionally gets lost during air travel, so it is **STRONGLY** recommended that you hand carry your orders and one set of uniforms.
- Uniform for graduation will be Service Dress Blues or Summer Whites (season dependent) with ribbons.
- Successful completion of the BDOC validates 100/200 PQS line items listed in the COMNAVSURFPAC 1412.1 Surface Warfare Officer Qualification and Designation Instruction.
- A Course Completion Letter will be generated and mailed to your Commanding Officers, by SWOS Newport, after graduation from BDOC.
- Interim mailing address while attending SWOS is:  
SWOS BDOC  
ATTN: Name  
3975 Norman Scott Rd  
BLDG 3292, RM 200  
San Diego, CA 92136

#### **Course Exam Requirements:**

- The following exams/practicals will be administered while at SWOS.
  - Rules of the Road Exam (Passing Grade 90%)
  - Division Officer Fundamentals (Passing Grade 75%)
  - Navigation, Seamanship and Shiphandling Exam (Passing Grade 75%)
  - Maintenance University Practical
  - Engineering (Passing Grade 75%)
  - Damage Control (Passing Grade 75%)
  - Maritime Warfare Exam (Passing Grade 75%)
  - COVE Assessment (Pass/Fail)
  - Fire Fighting and Wet Trainer course
  - 9mm Gun Shoot
- Students who do not meet the minimum standard on any test will attend an Academic Review Board and receive remediation and be retested.

#### **Course Preparation:**

- To prepare for BDOC, students are **HIGHLY** encouraged to read and study the Rules of the Road.
  - Recommend students purchase a copy of the United States Coast Guard Navigation Rules and Regulations handbook and begin studying the Rules of the Road.
  - COMDTINST M16672.2d "Navigation Rules" (Corrected through NTM 24/13; available electronically at <http://www.navcen.uscg.gov>) or purchased online through Amazon.
  - Take online practice tests before arriving at BDOC (<http://www.uscgq.com/question/deck/1>)



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- Recommend students download the eDivo Application.
- Recommend student review and become familiar with ship handling Standard Commands.

#### **Transportation**

- Officers are recommended to arrive in San Diego at a reasonable time the night before the first day of their class convening so that they can get an adequate night's sleep. If the officer is flying, the parent command and the officer should take all appropriate steps to work with SATO and arrange a flight accordingly.
- In the sixth week of the course, the Officer will arrange flights and travel to their next intermediate stop or parent command as per their original orders through Training Support Center San Diego.