



Center for Security Forces

Detachment San Diego

Prospective Student Information Sheet

Welcome to CENSECFOR Detachment San Diego. Our training directly supports the U.S. Navy's fleet operations worldwide. You need to know the following critical information before your arrival and while under instruction:

Government Travel

Before you detach from your command, please ensure you have a government travel credit card (GTCC) and that it is placed into as mission critical status during your Permanent Change of Station (PCS). The schoolhouse is unable to create a GTCC or modify the status of your credit card. If your credit limit needs to be raised for authorized purchases, please call Citibank MNCC (1-833-330-6622) for your GTCC.

Qualifications

Review your orders and visit the CANTRAC website (<https://app.prod.cetars.training.navy.mil/cantrac>) using the Course Identification Number (CIN) to verify you meet the prerequisites for the class. If your class requires a 3591, ensure your qualification on the weapons platform is within periodicity and matches course requirements. High-risk medical forms need to be completed by medical personnel before the course and can be completed by a Medical Treatment Facility (MTF). High-risk medical statuses are only good for 45 days, so if you are attending multiple classes, you will have to renew it.

Travel

The CENSECFOR Training facility, BLDG 3281, is located on the dry side of Naval Base San Diego. San Diego International airport is located just 9.5 miles away. There are Navy Gateway Inn and Suites (NGIS) and a Navy lodge located on base for student lodging. It is recommended that you make reservation early to ensure you have lodging. There are many hotels located in the surrounding areas of the installation if there are no reservations available. Please ensure you obtain a Certificate of Non-Availability (CNA) from NGIS for your travel claim. The detaching command can submit a letter to authorize your rental car.

Please follow this guidance (<https://www.travel.dod.mil/Programs/Rental-Car>) on rental car rules and regulations. If you are going to be delayed for any travel reason, you MUST contact the car rental company or lose the reservation which could result in paying more for the vehicle or no vehicle at all. Do not rent a vehicle from a company not listed under the DOD travel link above. If you are traveling with pets, be aware that there could be flight restrictions when traveling to a new duty station.

Stay

If your ultimate duty station is within 50 miles of CENSECFOR Detachment San Diego, you will only have 14 days of Temporary Lodging Expense (TLE) authorized. After 14 days, the Navy will no longer pay for your lodging in a hotel and it will be out of pocket. Use the authorized House Hunting leave (MILSPERMAN 1320-210) at your previous command to find a new residence.

Check-in

Students who are flying into San Diego will need to provide information to the CDO, who can be reached at 619-753-4621. CENSECFOR Detachment San Diego is located at 3975 Norman Scott Rd, San Diego, CA 92136.

Please bring an endorsed set of orders. Any missed endorsements could result in leave charged to you.