

Greetings and congratulations on your selection! The LDO/CWO/WO Academy staff and I are excited to welcome you to Officer Training Command Newport. Becoming a Naval Officer is a challenging yet incredibly rewarding journey, and we're here to help prepare you for it. The LDO/CWO/WO Academy is a comprehensive four-week program designed to seamlessly transition you into your new role as an Officer. Our curriculum will equip you with the fundamental knowledge to prepare you for the wardroom.

Be sure you read your orders in their entirety. We've blocked rooms at the Navy Inn (formerly Navy Gateway Inns and Suites) on Naval Station Newport for each class. All new students are required to make their own reservations directly with Navy Inn. Ensure you are booking at Navy Inn and not Navy Lodge.

- **How to Reserve:** Contact Navy Inn at (877) 628-9233, (401) 367-4612, or visit [www.dodlodging.net](http://www.dodlodging.net).
- **When to Reserve:** As soon as your detailer provides your class dates, call to make your reservation. Reservations must be made at least **two weeks prior** to class convening date.
- **Group ID:** Provide the **group ID number** for your class when booking. You'll find this number under the "Lodging Information" section of the Frequently Asked Questions tab on the Academy website.

**Important:** If you miss the reservation deadline, a Certificate of Non-Availability (CNA) will not be issued. Instead, you'll be directed to contact Academy staff to arrange on-base lodging at King Hall, which is conveniently located next to the schoolhouse.

Thoroughly review the **LDO/CWO/WO Academy website**. The Program Overview, Program Requirements and Frequently Ask Questions tabs contains essential information to prepare you for this course. Like your orders, read our website pages in its entirety. If you have additional questions please feel free to reach out to us.

We truly appreciate your commitment to service and look forward to your arrival.

Very Respectfully,  
CDR Jason R. Hinkley  
Director, LDO/CWO/WO Academy