



**DEPARTMENT OF THE AIR FORCE
AIR UNIVERSITY (AETC)**

3 January 2020

MEMORANDUM FOR INTERNATIONAL MILITARY STUDENTS (IMS)

FROM: International Officer School (IOS)
120 S. Mitchell Street
Maxwell AFB AL 36112

SUBJECT: IOS Welcome Letter

1. As commandant of IOS and Director of Air University International Affairs, I congratulate you on your selection to attend Air Command and Staff College (ACSC) and welcome you to Air University (AU). This package provides reporting instructions and general information to help facilitate your transition to the United States. My faculty and staff are committed to your success, and we are excited to share with you the many services and programs AU has to offer during your stay.
2. Accompanying this letter, we will forward reporting instructions to facilitate your arrival into the local area. Please read these instructions in their entirety because they discuss important information regarding airport transportation, lodging, report time, and in-processing requirements. You should arrive no earlier than 26 May and no later than 28 May. Upon arrival, you will be given a mandatory initial in-processing appointment.
3. In addition to preparing you for ACSC, the IOS Preparatory Course is designed to provide you with insight into U.S. culture, government, and economic institutions beyond what you will be exposed to in your military studies. You will participate in Field Studies Program (FSP) trips to the local area in Montgomery and our nation's capital in Washington, D.C. These trips are mandatory for students only; families are not authorized to participate. IOS graduation will take place on *23 July*, and the ACSC course will begin on *27 July*. Attendance at graduation is mandatory for course completion. Additionally, you will have ACSC in-processing activities you must attend on *24 July*.
4. We invite you to view the many resources available on the IOS website at <http://www.airuniversity.af.edu/IOS/>. It will save you time while providing you with guidance on some of the important actions that you will want to address soon after your arrival. You may also visit the ACSC website at <http://www.airuniversity.af.edu/ACSC/> to give you an idea of what is expected after graduation from the IOS Preparatory Course. Content is being continually updated, and pages may be down for maintenance at any time. Please check back often for updated information, and do not hesitate to contact us should you wish to access information referenced in this welcome package which may not be accessible on our website due to updates.
5. Again, congratulations on your selection, and we look forward to your arrival in the United States, Montgomery, and Maxwell Air Force Base. Should you need to contact IOS before you in-process, please contact our student administration section at (334) 953-6914/6915 or email au.imso@us.af.mil.


SCOTT W. RIZER, Colonel, USAF
Commandant, International Officer School