

## SOS STUDENT LODGING AND FINANCE INFORMATION

\*\*\*\* SOS is NOT the POC for problems with finance. SOS cannot assign fund cites, cut orders, arrange special lodging accommodations, authorize per diem changes, or provide other Defense Travel Services (DTS). Contact your unit training or financial manager. DO NOT contact SOS for financial or orders assistance.

### LODGING

All Air University student lodging is managed by 42 ABW/FSS and rooms are automatically reserved for SOS students. SOS does NOT coordinate special accommodations, change out room assignments, or address lodging issues. If you have lodging questions, contact Maxwell Lodging.

**Rooms:** Room accommodations vary, some have kitchenettes and others simply have a microwave and mini fridge. SOS does NOT control where students are assigned. While some variances occur due to space availability, the priority of SOS is to keep flights together. You will receive your room assignment during student in-processing (day prior to class start).

### ACCOMPANIED STUDENTS

While SOS is **NOT** an authorized accompanied TDY, many students elect to bring their spouses and families with them to Maxwell. SOS offers these students the choice of being assigned to the accompanied squadron. **All requests for accompanied squadrons should be submitted COB two weeks prior to class start.** This courtesy rotates among the four student squadrons each class and gives spouses the benefit of being around other spouses in the same unit and under the same commander. Being in the accompanied SQ does NOT guarantee childcare or lodging will be available.

If a student is accompanied by a spouse only, then they will receive priority for room accommodations with a kitchenette in student lodging. If a student is accompanied by other relatives, children, or pets, then they must obtain off base lodging. The student **MUST** coordinate with [sos.od.studentservices@us.af.mil](mailto:sos.od.studentservices@us.af.mil) to ensure alternate lodging is not booked. Any lodging expense beyond the local TDY rate will be incurred by the student. SOS **cannot** recommend off base lodging or childcare services in the local area. For more information please review the Accompanied Spouses Guide.

### HEALTHCARE

\*NOTE: The SOS course involves physically demanding activities. SOS students must be physically able to complete these activities.

#### TRICARE PRIME

Routine, non-emergency care requires authorization from your Home Unit PCM.

Urgent or Emergency Care (Sick Call type event), call the Maxwell Clinic for appointment Authorization.

Requirements: call PCM for authorization before care (on the front of your TriCare Prime ID Card).

#### TRICARE STANDARD

Can use any local provider.

Listing of network providers from the TriCare Service Center Care in MTF will be space available basis only.

### FINANCE INFORMATION

Although lodging is automatically reserved for each student on base, the student is charged for room payment. Before you leave for SOS, ensure your government travel charge card (GTCC) is not expired and is ready to accept charges. (The card may be deactivated when not in official government travel status). Your credit limit must be high enough to cover your transportation expenses, lodging, and meals. Contact your unit GTCC representative for assistance. SOS can NOT authorize any additional expenses. ALL finance and travel issues should be coordinated through your home station and/or MAJCOM A1 training managers.

**Early Arrivals:** AETC TDY-to-School will only pay for 1 travel day (2 days OCONUS), excess travel time may be charged as leave.

**Per Diem and Lodging Rates:** For the most current lodging and partial per diem rates students should consult the DOD Defense Travel Website at [defensetravel.dod.mil](http://defensetravel.dod.mil). Students will have a minimum of 1 lunch hour per day and have access to the base dining facility (DFAC) for breakfast and dinner meals.

### VEHICLE POLICY

Students are highly encouraged to bring their own vehicle to SOS and are responsible for their own travel. Civilians will need to travel 5 miles off base to the nearest grocery store. You do not need to register a vehicle when you arrive on Maxwell. Contact your unit training/financial training manager if you will need personal transportation.