

HEADQUARTERS
VALLEY FORGE MILITARY
ACADEMY & COLLEGE

Wayne, Pennsylvania
14 May 2008

MEMORANDUM FOR: Parents of Returning Cadets

SUBJECT: Basic Issue Check List

1. Welcome back to Valley Forge Military Academy & College for the upcoming School Year '08-09.
2. In order to make your Cadet's return as smooth as possible, please review the enclosed Basic Issue Check List to ensure that he/she has all the items in his/her possession. Upon reporting back to Valley Forge, the Cadet will conduct a joint physical inventory with the Tactical Officer, to ensure he/she possesses all required items:
 - a. Items listed in paragraph 1 and 3 of the enclosed checklist, if missing or determined to be unserviceable due to neglect must be repurchased by the cadet. If the Tactical Officer determines the item to be unserviceable, (improper fit, excessive wear not due to neglect), we will replace it at no charge.
 - b. Items listed in paragraph 2 of the enclosed checklist, if missing or unserviceable must be repurchased at home or at the Cadet Store and be on hand when reporting.
3. If your Cadet does not return to Valley Forge for the School Year, you must pick up his/her uniforms, equipment and other personal belongings by **1 October 2008**. After this date, all items will be disposed of and the Academy will not assume responsibility for them.
4. Point of contact is Colonel Seitz, Adjutant at (610) 989-1254.

FOR THE PRESIDENT:



Thomas W. Medearis, '66
Colonel, VFMA&C
Commandant of Cadets

Enclosure

BASIC ISSUE CHECK LIST

1. **BASIC ISSUE ITEMS – CADET STORE.** Cadets must return to Valley Forge with the following basic issue items from the Cadet Store. For subsequent school years, missing items must be purchased from the Cadet Store upon return to Valley Forge. Items determined to be unserviceable (improper fit, excessive wear not due to neglect) as determined by the Tactical Officer will be replaced at no charge to the cadet.

2 Laundry Bags	10 VF T-Shirts	1 pr Combat Boots	1 pr Swim Trunks
1 Wool Cap	2 VF Sweat Shirts	8 Coat Hangers	1 Mattress Cover
1 Breast Plate	2 pr VF Sweat Pants	1 Cap Cover	1 Black Scarf
1 Belt Plate	3 School Shirts, Long Sleeve	10 Laundry Tags	15 Laundry Pins
1 Cap Shield	3 Trouser Hangers	1 Laundry Marker	2 VF Blankets
1 Web Belt & Buckle	1 pr Low Overshoes	5 VF Gym Shirts	1 pr Suspenders
2 pr White Gloves	2 pr Black Shoes	3 pr VF Gym Shorts	2 Combination Locks (with and without key back)
1 pr Black Gloves	3 BDU Name Tapes	9 pr Black Socks	1 Beret
2 Name Tags	1 Red VF Binder	10 pr VF Athletic Socks	1 Full Dress Hat
4 Wire Hangers	2 School Shirts, Short Sleeve	2 Black Ties	1 Overseas Cap
			1 VFMA&C ID Card

2. **PERSONAL ITEMS AVAILABLE AT THE CADET STORE.** Cadets must return to Valley Forge with the following personal items for the next school year. Missing items or items determined to be unserviceable as determined by the Tactical Officer must be brought from home or purchased from the Cadet Store.

<ul style="list-style-type: none"> 1 bathrobe 10 pr undershorts (boxers or briefs) 10 white T-shirts, quarter sleeve 3 handkerchiefs (white) 1 shoe polish kit (polish, cloth, brush and dauber) 1 clothes brush 1 pillow (20" x 26") 2 sets pajamas 1 hair brush 1 comb (black) razors 4 wash cloths (white) 1 pr slippers 32 ounce Naglene Water Bottle Sunscreen (30 SPF or higher) 	<ul style="list-style-type: none"> 3 pillow cases (white) to fit 20" x 26" pillow 2 pr thermal underwear (white) 6 flat sheets (white) for single size mattress 1 dictionary 10 bath towels (white) 1 can brasso (brass polish) 2 pr shoe trees 2 toothbrushes/toothpaste soap dish, white school supplies 1 strong box, with lock (12" x 8" x 4") 1 pair shower shoes * 1 pair of Gym Shoes (black/low quarter) Lock for laptop computer Emergency rain poncho
---	--

- NOTE: Cadets may bring a pair of low quarter multi-purpose/cross-trainer athletic shoes from home instead of purchasing tennis shoes from the Cadet Store. The shoes must be **solid black** without extraordinary adaptations (lights, colored laces, etc.) and with a non-marking sole.
- Cadets who have a compelling medical reason that prohibits them from wearing the standard Cadet issued black leather shoe will be required to wear a solid black tennis shoe in coordination with the Director of Health Services and the Tactical Officer. The recommended black tennis shoe is Reebok, Model Club-C. They can be purchased from a shoe store that sells athletic footwear or purchased at the Cadet Store.

3. **BASIC ISSUE ITEMS – TAILOR SHOP.** Cadets must return to Valley Forge with the following basic issue items from the Tailor Shop. Cadets will be required to purchase missing items. Items determined to be unserviceable (improper fit, excessive wear not due to neglect) by the Tactical Officer will be replaced at no charge to the cadet.

1 Full Dress Blouse	1 Overcoat	** White Short Sleeve Shirts (if issued)
1 pr Full Dress Trousers	1 CQ Jacket	**2 Battle Dress Uniform (BDU) Pants
3 pr Dress Grey Trousers	1 Raincoat with pouch	**2 BDU Shirts
1 Dress Grey Leave Jacket	2 Short Sleeve Grey Shirts (if issued)	**1 BDU Field Jacket
		** White Trousers
		** White Tunic (if issued)

**These items are issued to the cadet upon arrival but must remain property of the school

Revised 5/13/08