

# Fort Hood Army Community Service Mobilization & Deployment Program

## Rear Detachment Operations (RDO) Course FY 2014

December	9-12	2013	0900-1700
February	3-6	2014	0900-1700
April	7-10	2014	0900-1700
June	2-5	2014	0900-1700
August	11-14	2014	0900-1700

### Enrollment Procedures:

Requests for student enrollment should be initiated by the unit Schools NCO. All enrollment requests will be in writing (**encrypted** e-mail is sufficient). Send course enrollment requests to Mark Baumann at [mark.g.baumann.civ@mail.mil](mailto:mark.g.baumann.civ@mail.mil) or [Mark.Baumann1@us.army.mil](mailto:Mark.Baumann1@us.army.mil).

All enrollment requests will be entered into the ATRRS system.

To protect the Soldiers identity, please provide the following information in the body of an **encrypted** e-mail message:

1. Soldier / employee full name
2. Rank (position, if civilian employee)
3. SSN (again, please make sure that your email is **encrypted**)
4. Full Unit Designation (Company, Battalion, Brigade, Division)
5. City or Installation and State if not from Fort Hood
6. Students e-mail address
7. Students phone number (cell phone preferred)

Course location is Lane Volunteer Center, Building 16005, located on the corner of T.J. Mills Blvd and Old Ironsides Ave.

For additional information please call (254) 287-4431/288-2794.