

2012APR25

ADDITION TO D5NR POLICY MANUAL, (D5NRINST M16790.1D,
CHAPTER 4.G.3:

ADMINISTRATION OF SPECIALTY COURSES, CORRESPONDENCE
COURSES AND “C” SCHOOL TRAINING

a. Notification of “C” School Non-Attendance by a D5NR Auxiliarist must be performed in the following manner.

- (1) Intentions of non-attendance must be made to DIRAUX directly within five (5) working days prior to course convening date.**
- (2) Notification of early class departure of member before course has been completed must be made to DIRAUX immediately.**
- (3) If an Auxiliarist fails to attend a scheduled class, the Senior Instructor of the school will notify HQ (CG-54211). CG54211 will consult with the HQ Auxiliary Director of Training to determine if a “training penalty” of 1-3 years is warranted. If so, CG-54211 will send a letter to the member via DIRAUX. The member will have 30 days to appeal the decision with appropriate justification. The appeal must be sent through the COLM and DIRAUX to CG-54211.**
- (4) If a member cancels the “C” School class on their own, well in advance, no penalty will be assessed.**