



**DEFENSE LANGUAGE INSTITUTE ENGLISH LANGUAGE CENTER
637TH INTERNATIONAL SUPPORT SQUADRON
JOINT BASE SAN ANTONIO-LACKLAND TEXAS 78236**

15 July 2022

MEMORANDUM FOR MILITARY DEPARTMENTS AND GEOGRAPHIC COMBATANT
COMMANDS

FROM: 637 ISS/CC

SUBJECT: DLIELC International Military Student (IMS) Alternate Arrival Calendar Dates for
Holiday Periods FY 2023 and 1Qtr FY 2024

1. In accordance with the Joint Security Cooperation Education and Training (JSCET), Chapters 7-1 and 10-13, Defense Language Institute English Language Center (DLIELC) in-process briefings are mandatory and prepare IMS for success during their English language training (ELT) at Joint Base San Antonio-Lackland. The content and sequence of the briefings have a meaningful purpose and include the mandatory subjects of computer security, military customs and courtesies, attendance requirements and penalties, academic expectations, emergency management, safety, discipline, local, state and federal laws, medical appointments, Field Studies Program, and finance requirements. The students receive extensive welcome briefings from DLIELC military leadership, the first step in the all-important military acculturation process. All topics are tied to past incident and trend analyses.
2. The Military Departments (MilDep) and Security Cooperation Organizations/Offices should set students up for success by programming timely IMS arrival. IMSs normally must arrive no later than Tuesday 1200 HRS in order for the DLIELC staff to register all entry IMS, validate their medical documentation and Invitational Travel Orders (ITO), ensure they are well rested for the two-day in-processing briefings, and coordinate Monday class entry with Academics. Students who arrive late for in-processing will have their class entry delayed a week.
3. US federal holidays and Air Education and Training Command (AETC) Family Leave days impact the scheduling of DLIELC entry in-process briefings. To ensure IMSs receive the JSCET-required entry briefings and start ELT the following week, DLIELC has compiled a list of modified report dates for the FY 2023 and 1Qtr FY 2024. The chart on page two does not include the US holidays that occur on Mondays. This memorandum authorizes the MILDEP to change the DLIELC report dates IAW the new report dates in the Student Training List and the Security Assistance Network Website. DLIELC requests the ITO be amended for the affected students.
4. For IMSs arriving at DLIELC during weeks when there is a holiday/leave day, tickets need to be purchased so the students will check into DLIELC no later than 1200 HRS on the new report date indicated on the chart on page two of this memorandum. These report date changes will also be posted to the dlielc.edu website.

Report Week	Report Date	AETC Approved Leave Days
7 – 11 Nov 2022	7 Nov 2022	11 Nov 2022: Federal Holiday
21 – 25 Nov 2022	21 Nov 2022	24-25 Nov 2022: Federal Holiday/AETC Family Leave
19 – 23 Dec 2022	19 Dec 2022	23 Dec 2022: AETC Family Leave
26 – 30 Dec 2022	N/A	DLIELC Year End Holiday Break
22 – 26 May 2023	22 May 2023	26 May 2023: AETC Family Leave
3 – 7 Jul 2023	5 Jul 2023	3-4 Jul 2023: AETC Family Leave/ Federal Holiday
28 Aug – 1 Sep 2023	28 Aug 2023	1 Sep 2023: AETC Family Leave
6 – 10 Nov 2023	6 Nov 2023	10 Nov 2023: Federal Holiday
20 – 24 Nov 2023	20 Nov 2023	23-24 Nov 2023: Federal Holiday/AETC Family Leave
25 – 29 Dec 2023	N/A	DLIELC Year End Holiday Break
1 – 5 Jan 2024	3 Jan 2024	1-2 Jan 2024L Federal Holiday/AETC Family Leave

5. The POC for this memorandum is Ms. Lisa Hima, she can be contacted via email lisa.hima@us.af.mil or by phone COMM (210) 671-1284/DSN 473-1284.

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Commander