



NATO Special Operations University

Welcome Package



Our Mission

The NATO Special Operations University, as the leader for NATO SOF education, provides world-class, relevant instruction in order to enhance the capabilities, interoperability and effectiveness of Alliance and partner SOF, while continuously pursuing innovative, educational strategies and courseware tailored to support current and future requirements.

Administration

All students are required to have an NSOU Educational Portal Account to be able to access course documentation and register for future courses. Students can register for an account on the NSOU Educational Portal [at this link](#).

For administration purposes, you are required to email the following information to your course director and nsoucourseadmin@nshq.nato.int **before arrival**.

- English Language Certificate (only for non-native speakers)
- [Personnel Security Clearance Confirmation](#)
- [NSHQ SAAR](#) – NSHQ Unclassified Network Access
(if applicable to your course)
- [2875 SAAR](#) -- US BICES Classified Network Access
(if applicable to your course)
- [DoD AUP](#) -- US BICES Classified Network Access Acceptable Use Policy Acknowledgement
(if applicable to your course)
- [Cyber Awareness Challenge 2022](#)
(if applicable to your course)

Prerequisites

Several Advanced Distributed Learning (ADL) courses were developed to support NSOU residential courses. Please refer to the NSOU Course Catalogue to see which prerequisites are required for your course. The NSOU Course Catalogue is located in the NSOU Educational Portal. If you have already completed any of the ADL prerequisites as part of a previous NSOU course, you do not need to complete the ADL again.

Personnel Security Clearance Confirmation

All students attending residential courses at NSOU are required to provide a valid Personnel Security Clearance Confirmation to the course director and student admin nsoucourseadmin@nshq.nato.int. Failure to send the security document before your arrival could prevent or delay your participation in a course. **DO NOT CHANGE THE CLASSIFICATION STATUS OF THE DOCUMENT.**

Transportation

- Transportation is a national responsibility; all transportation to or from NATO Special Operations University facilities must be arranged and coordinated by each individual student. The campus is not accessible via public transportation; a rental car or other vehicle is recommended. *When accessing base, show the ID listed in your student profile.*
- The recommended airports for arrivals and departures are Brussels Airport (BRU) or Charleroi Airport (CRL). Chièvres AB is located near the town of Chièvres, Belgium, which is approximately 19 km from SHAPE in Casteau (near Mons). The closest train stations to Chièvres are in the towns of Brugelette, Ath, and Jurbise.
- Chièvres AB GPS Reference: [Rue du Septième Wing — 7950 Chièvres, Belgium](#)
- SHAPE GPS Reference: [Rue Grande 7010, Mons, Belgium](#)
- ***Entrance to Chièvres Air Base is through Gate 1 or Gate 14.***
 - Gate 1 is open Monday – Friday 0700 – 1800
 - Gate 14 is open 24 hours 7 days a week

Chièvres Air Base



NSOU Campus



In-Processing

Day 1: the entrance to the NSOU Campus is in front of **Building 20160** (See page 3, Fig.2, NATO Special Operations University overview). After the first day students may walk in through the turnstile using the provided badge. Student access to the NSOU Campus is only available Monday - Friday.

The NSOU Working Day is Monday - Friday 0800 - 1700hrs. Please ensure you are at the designated classroom promptly to start the academic programme.

The NSOU campus is a no hat, no salute area. However, when transiting outside the barracks to/from accommodation all military students are to wear the appropriate military head dress. Military students in uniform are to transit directly to/from barracks and their accommodations. Students are not to wear uniforms whilst shopping, dining, or socializing outside of the base installations.

Dress Code

All students are to wear their national duty uniform throughout the course (BDU, ACU or equivalent). Non-military students and guest speakers are to dress in business casual attire.

Documentation

Ensure you have the following documentation with you upon arrival:

- Passport or ID card.
- NATO Travel Order (only for non-NSHQ members).
- [Personnel Security Clearance Confirmation](#)
- [Cyber Awareness Challenge 2022](#) completion certificate

Accommodation

Students are responsible for their own hotel accommodations. Use the links below for recommendations.

- Army Lodge at Chièvres Air Base <http://army.dodlodging.net/property/Chievres-Lodging>
- [Local accommodations outside the base](#)

Fitness Centre

- The Chièvres Air Base Fitness Centre is available Monday - Friday 0600 - 1800, Saturday and Sunday 1000 - 1600. Please bring your own towel and water bottle when using the fully equipped fitness room. Please make sure you are out by closing hours.
- NSOU Fitness gym is available Monday - Friday 0800 - 1700.
- There are no activities at the NATO Special Operations University during the weekend.

Portable Electronic Equipment

- Photography is strictly forbidden.
- Cameras are not allowed inside the NSOU campus.
- Laptops, tablets (or equivalent) and mobile phones are allowed in the compound, but are not permitted in any classroom or syndicated room. All devices are to be switched off and secured in the lockers in the Student Support Centre when not in use.

Food/Dining Facilities

Chièvres Air Base has a food court in the Post Exchange and a Commissary grocery store (\$60 daily limit to students). The currency used on base is US dollars. Payments can be made using cash or your bank card. A Belgian grocery store, Carrefour, adjacent to base Gate 14 is also available. ***The Food Court is closed on Mondays.***

New to Chièvres Air Base is the Bene Brew Café and Pub. They are currently serving Starbucks coffee and other drinks.

- Hours of operation are: Monday through Friday 0700 – 1400 and closed on Saturday and Sunday.

Microwaves and refrigerator are available to students in the NSOU Student Support Centre.

Commissary		Food Court		Carrefour	
Sunday	0900 – 1800	Sunday	1000 – 1800	Sunday	0830 – 1300
Monday	1100 - 1700	Monday	Closed	Monday	0900 – 1930
Tuesday	0900 – 1900	Tuesday	1000 – 1900	Tuesday	0900 – 1930
Wednesday	0900 – 1900	Wednesday	1000 – 1900	Wednesday	0900 – 1930
Thursday	0900 – 1900	Thursday	1000 – 1900	Thursday	0900 – 1930
Friday	0900 – 1900	Friday	1000 – 1900	Friday	0900 – 1930
Saturday	0900 - 1900	Saturday	1000 - 1900	Saturday	0900 - 1930

Student Visitors:

Family and friend visits during your stay: please submit the following information at least 5 working days in advance of the visit:

- First name
- Last name
- Nationality
- ID number
- Date of arrival
- Date of departure