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Regional Office of Interscholastic Athletics
Christopher P. Mayo, Interscholastic Athletic Coordinator

November 21, 2016

Starting this past fall season, the United States Military Academy (West Point) has changed their policy regarding entry onto the base for all visitors. All adults and student-athletes age 17 and older must be background checked to gain access to the facility. We have supplied your school district with the required manifest for student-athletes and coaches and will have them pre-cleared by the security team at West Point when the manifests are returned.

Parents and spectators who are going to West Point must also gain a clearance to obtain access to West Point. Unfortunately, there is no pre-clearance manifest for parents and spectators for our events. Parents and fans **MUST** visit the Visitor's Control Center on New South Post Road in Highland Falls to obtain a Local Access Credential (LAC). You will be asked to fill out a form and when called to the desk, present your driver's license for a background check. Once cleared, your picture will be taken and you will be presented with an ID with your name and an expiration date. Please be advised, this process could be lengthy based on the number of people waiting at the Visitor's Center. However, the LAC credential is good for one (1) year from the date of issuance.

When visiting West Point for the first time this year, please plan to arrive 40 minutes to an hour early to complete this process. If you have the ability to do so, we advise that you not wait until the day of the first meet. The Visitor's Control Center is open during the week from 6:00 a.m. to 6:00 p.m., Monday to Friday. We apologize for the inconvenience, however this process is out of our hands and we must abide by these policies in order to continue holding events at Gillis Field House and West Point Middle School for our school districts. If you have any questions, please contact your school Athletic Director or refer to the Frequently Asked Questions attached with this letter.

Yours in athletics,

Christopher P. Mayo
OCIAA Interscholastic Athletic Coordinator

FREQUENTLY ASKED QUESTIONS

Q: What is a Local Access Credential (LAC)?

A: The Local Access Credential is an identification clearance to enter West Point as a visitor.

Q: Why do I need to obtain a LAC?

A: All visitors are required by the United States Military Academy to obtain a LAC prior to entry. If you do not obtain a LAC, you will not be able to enter the base for your child's competition.

Q: Where do I obtain a Local Access Credential?

A: Background checks are completed at the Visitor's Control Center. If using GPS, please use 2107 New South Post Rd, West Point, NY 10996. The Visitor's Control Center is open Monday through Friday from 6:00 a.m. to 6:00 p.m.

Q: Do I have to obtain a LAC for each event I attend?

A: No. The LAC is valid for one year from the date of issuance.

Q: Will my child's information be secure through the pre-clearance process?

A: Yes. Any information that is sent to West Point is sent through secure email servers at your school district, Orange Ulster BOCES, and the United States Military Academy. The only information needed for pre-clearance is name, gender, date of birth, and driver's license or state issued identification number.

Q: How do I obtain a LAC on a Saturday if the Visitor's Control Center is closed?

A: It is our understanding that visitors will not be asked to present a LAC on Saturday's or Sunday's at this time because the Visitor's Control Center is closed.