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 NAVAL EDUCATION AND TRAINING SECURITY  
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## IMSO BULLETIN

**BULLETIN No.:** 07 – 001 Corrected

**DATE:** DECEMBER 20, 2006

**Subject:** Student Control Numbers (SCN) for International Students

**REFERENCE:** USN IMSO Guide, Para. 2.4.5

**Effective Date:** Immediately

<b>BULLETIN TYPE:</b>	<b>X</b>	<b>Action</b>		<b>Policy</b>		<b>Information</b>
		<b>New</b>	<b>X</b>	<b>Modification</b>		<b>Cancellation</b>

**Summary:**

As per the reference paragraph in the IMSO Guide, NETSAFA has issued SCN's for IMS who are scheduled for less than 30 days of training, or in other cases when a Foreign Identification Number (FIN) is not appropriate. SCN's are now automatically generated by the SAN IMSO Web, and NETSAFA will no longer need to issue these identification numbers.

However, the computer-generated SCN's are eight characters in length, instead of the historical nine characters (which is consistent with the FIN and SSN.) While the eight-character SCN is compatible throughout the IMSO Web/SAN/DSAMS domain, there may be problems with this truncated SCN in other database systems, such as CETARS.

**Action:**

- IMSOs should find the SCN on the IMSO Web, by going to:  
 >IMSO Web & SAO Web > My Options > Training Activity (s)  
Select Students Active or Students Active & Confirmed > View List.
- When a nine-character SCN is required for CETARS or other automated systems, IMSOs should add the number "0" at the end of the IMSO Web-generated eight-character SCN. For example:  
 IMSO Web SCN: CN123456  
 CETARS SCN: CN1234560
- These new procedures regarding the SCN will be reflected in the IMSO Guide.

**AUTHORIZING SIGNATURE:**

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