

PURCHASING A PERMIT

Available permit page (left) and payment form page (right).

In order to hunt or fish by yourself or with a participant Guest, as well as to trap or collect firewood, you need a West Point permit for that activity. Once you have an approved account and have taken the mandatory Safety and Regulatory Brief, you can acquire a permit.

To purchase a permit:

Log into your account and click a blue **“Acquire Permit(s)”** button. On the **Available Permits Page**, find your desired permit and click on the blue **“+ Add to Cart”** button next to that permit. On the pop-up window check the **“I Agree”** box and hit the blue **“Save”** button to add the permit to your cart. Next click the blue **“View Cart & Checkout”** button in the upper right hand corner of your screen. Review the permits in your cart and then click the blue **“Checkout”** button.

If there is a fee associated with the permit:

Completely fill out the form with your payment information and then click the green **“Next Step”** button and the blue **“Make Payment”** button on the pop-up window to complete the transaction.

If the permit is a free permit:

Click the green **“Confirm”** button on the pop-up window to complete the acquisition.

CHECKING INTO OF AN AREA

Check-In Selection Page (upper left), Area selection page (upper)

To prevent interference with the military mission and to ensure user safety, West Point requires all users hunting or trapping in any area and all users fishing in Long Pond or in any training area or ice fishing in any area to be checked in when going afield.

In Order to Check In To An Area:

Log into your account and click the blue **“Check-in/Check-Out”** button in the upper right hand corner of the screen. Next, click the blue **“Check-In”** button. Then select your activity by clicking the appropriate white button. Read and click the blue **“I Accept”** buttons on any **Acknowledgement** pop-up windows. Next select the area you are looking to go to by clicking the white button with that area. Answer the Guest question.

Guests: You will select Yes if you have a Participant Guest or a non-participant Walker. If you have a guest, enter the guest name and birthdate and click the blue **“Add”** button: Click the blue **“Add Another Guest”** and repeat process if you have a second Guest or Walker or the blue **“Done Adding Guests”** button.

Click the blue **“I Accept”** button on the **Checkout-Required Pop-Up Window** and finally, the blue **“Confirm Check-In”** to complete the check-in process.

CHECKING OUT OF AN AREA

Check Out Page (left). Check Out Confirmation Page (right).

When leaving an area, users must check out to prevent military training interference and to ensure user safety and opportunity. Please check out promptly to open up that spot and let managers know you're safely out.

Log into your account and click the blue **“Check-in/Check-Out”** button in the upper right hand corner of the screen. Next, click the red **“Checkout”** button. Answer the Game Harvest Question and report any harvest information as prompted. Then click the blue **“Confirm Checkout”** button to complete the check-out process.

CONTACTS

Natural Resources Branch: For fish and wildlife game and management issues; forestry issues; hunting, trapping, fishing or woodcutting issues; or to report injured wildlife or nuisance wildlife, call (520) 718-0012 or (520) 725-5093.

Outdoor Recreation Division (MWR): For iSportsman accounts issues, West Point hunting and fishing permits and guest pass issues, and boat/equipment rental questions, call (315) 774-9524 or (315) 774-9525.

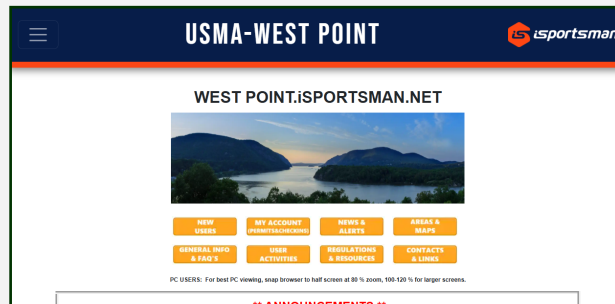
Provost Marshall's Office (PMO): For issues incl. medical emergencies, fires, spills, vehicle accidents, etc. call Sgt's Desk at (845) 938-333 For game violations, call West Point Game Wardens (CLEOs) at (845) 667-2815.



WEST POINT ISPORTSMAN

West Point iSportsman is a website and web-based recreational program management system used to manage hunting, fishing, trapping, and firewood collection on the West Point Military Reservation. It is a valuable resource for users and managers alike and allows for a more efficient and enjoyable experience for the sportsmen community at West Point. It is our goal, in putting out this brochure to help its readers better understand iSportsman and take advantage of this resource, but this brochure is by no means a comprehensive guide on every feature of the website. For more, see West Point's iSportsman website.

ABOUT THE SITE



Home Page

In August 2017, the iSportsman website and user system went live at West Point. Since then, the system has let fish and game program users:

(1) **Purchase a permit** - to acquire a permit -required for all and game activities at West Point - a user needs an account. **"See the Creating An Account"** on page 2 of this brochure and **"Purchasing A Permit"** on page 4 for instructions. Permits offered including those for hunting, fishing, trapping, and firewood collection.

(2) **Check the area status & check-in/check** - On the **Areas & Maps** page (orange button on home page), users can see if hunting, and fishing areas are open via the **Areas Status Table** or **Interactive Map** pages. The map only shows hunting areas. Users don't need to log in account to check area status but will to check-in/out.

(3) **Get updates on regulations, news, and more** - Users may see not ices briefs on the **Home** page and **News** page via the **News & Alerts** button. Under the **Resources** tab users can find links to the **Regulations, Reports, Brochures, Harvests, Photos, and Weather** pages.

(4) **Meet game reporting requirements** - All hunting and trapping harvest is mandatory. Fishing harvest is optional. harvest should be reported. Understanding what animals are taken allows the Natural Resource Section to better understand and sustainably manage fish and game populations and habitat.

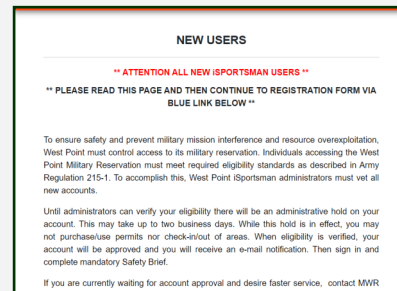
THE LINK

The West Point iSportsman website can be found at the following URL:

<https://westpoint.isportsman.net>

CREATING AN ACCOUNT

From the West Point iSportsman home page, click the orange **"New Users"** button. This will take you to a special **New Users Page** that explains user eligibility and a user's Customer Type. You will need to know your Customer Type to successfully complete your account application form and get it approved by an administrator.



New Users Page

Then scroll down and select the blue **New User Registration link**. This will take you to the two page registration form. Fully complete, filling out every field (NY Permit # not required) and submit this form. Please note that incomplete applications will not be approved.

Pages 1 (left) and 2 (right) of application form.

It's easy to misplace or forget a username or password Users can always prompt iSportsman to email them this information. But to avoid the hassle, save this brochure as a fillable PDF or print it out. Then write your username and password in the section below.

MY ACCOUNT INFORMATION

Username:

Password:

Once submitted, the registration form for the pending account goes to an approval/reapproval queue. An iSportsman administrator must vet and verify the user's eligibility before the account can be approved. Once approved, you will receive a two year validation and a confirmation email. Then you can log in to your account.

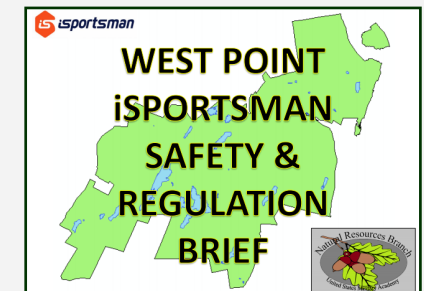
LOGGING IN TO AN ACCOUNT

From the West Point iSportsman home page, click the orange **"My Account (Permits & Checkins)"**. This takes you to the Account Log In page. Enter your username and password you created when you created your account in the appropriate fields and click the green **"Log In"** button.

Account Log In Page

MANDATORY SAFETY & REGULATORY BRIEF

Log in to your account. Click on the **"My Safety Brief"** link on the blue bar. Click on the proper blue link to proper safety & regulatory Brief, either the **"USAG-West Point Safety Brief"** or other appropriate link depending on the permit you seek. Read the instructions tab and click on white **"Start Presentation Objectives"** button. Read the Objectives tab and then click on the white **"Start the Briefing"** button. On the presentation tab hit the **"Click here to review the Safety & Regulatory Brief Document"** link. This opens the safety brief.



Cover Page for the West Point Safety & Regulation brief

Once you have viewed the brief, answer "Yes" to the one-question quiz on the quiz tab and hit the red **"Submit Answers"** button. This will give you a one year Safety Brief validation, required to acquire a permit and go afield. All users must review this brief once a year to keep this validation active. Once you have this validation, you may go to acquire your permit(s).