



**DEPARTMENT OF THE ARMY**  
XVIII AIRBORNE CORPS AND FORT BRAGG NCO ACADEMY  
BUILDING A4375 DEGLOPPER STREET  
FORT BRAGG, NORTH CAROLINA 28310

ATZB-NB

22 August 2022

MEMORANDUM FOR RECORD

SUBJECT: Welcome Letter, Fort Bragg Noncommissioned Officer Academy (FBNCOA) Basic Leader Course (BLC)

1. The FBNCOA will begin contacting Army Training Requirements and Recourses System (ATRRS) reserved students to notify them of their reporting instructions, assigned platoon, Small Group Leader (SGL) contact information, and roster number.

a. On the ATRRS report date (day zero) all Soldiers, to include TDY Soldiers, will report physically at 0600 to the FBNCOA. In-processing takes roughly 4 hours to complete. Ensure you eat breakfast before, bring breakfast with you, or have an MRE on hand.

1) TDY Soldiers will report 24hrs before the ATRRS report date to sign for their room, meal card, and military linens (civilian linens are authorized). Fayetteville airport (FAY) is the preferred incoming and outgoing airport. Soldiers needing transportation from the Fayetteville airport will need to call the FBNCOA Staff Duty NCO at 910-303-5825.

2) TDY Soldiers will not book departing flights before 1700 on Graduation day.

2. All Soldiers, must meet height and weight (HT/WT) standards in accordance with (IAW) Army Regulation (AR) 600-9. Per ALARACT 027/2021 DTG: R 251357Z MAR 21, Postpartum Soldiers are exempt from HT/WT for a period of 365 days. Effective 1 May 2021 IAW TRADOC tasker IN21093, HT/WT screening will be conducted during in processing (day zero).

a. Soldiers who are pregnant prior to the class may not attend BLC unless they have written documentation from their Primary Care Manager (PCM) stating they can participate in all course physical requirements. A Soldier who is diagnosed as pregnant while attending BLC may continue, provided written documentation from the PCM stating they can participate in all course physical requirements. Soldiers medically disenrolled for pregnancy after enrollment are eligible to return to the course when medically cleared.

3. BLC is a 22-academic day course consisting of 169 academic hours focusing on the six NCO Common Core Competencies. These competencies are: Readiness, Leadership, Training Management, Communications, Operations, and Program

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Management. BLC is designed to build basic leader and trainer skills needed to lead a team size element; while providing the foundation for further development along the PME learner continuum. Soldiers attending BLC will be evaluated on the below Grade Point Average (GPA) producing classes.

a. Physical Readiness Training (PRT), any current profile that limits the student's ability to conduct five (5) repetitions of every exercise for the following drills will prevent students from attending BLC:

- 1) Preparation drill
- 2) Hip stability drill
- 3) Conditioning drill 1 and 2
- 4) Military movement drill 1 and 2
- 5) Recovery drill

b. All exercises must be performed IAW ATP 7-22.02, to include modified exercises if authorized in ATP 7-22.02 and prescribed by student's current profile.

c. Soldiers will be graded on a variety of essays, Informative essay, Compare and Contrast, and the SHARP essay. All essays will be written in five paragraph format and the guidelines set forth by the SGL based off the course POI.

d. Soldiers will be evaluated on the Squad Drill outlined in the Drill and Ceremonies POI and TC 3-21.5.

e. Public Speaking and Conduct Individual Training (CIT) are graded on the Soldiers ability to give clear guidance and instructions in a classroom environment and performance actual individual training.

5. All Soldiers, regardless of resident or DL status, will be required to have access to a government or personal computer. The following are the minimum technology requirements in order to complete BLC:

a. Internet Capability

- 1) FBNCOA barracks do not have Wi-Fi. It is highly recommended that TDY Soldiers have internet connection to participate DL or access study material. Soldiers may purchase internet through a local company at a monthly rate (fully reimbursable per the JTR (01OCT2021) Page 2-30/2-31, Para G and Table 2-16).

b. Ability to sign .pdf documents using CAC

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c. Web-cam and audio (video conference is the primary method of facilitation)

d. Adobe Acrobat Reader DC, Adobe Flash Player, MS Office

e. Recommended browser: Google Chrome or Mozilla Firefox

f. Usasma.ncoes.army.mil: is the primary video conference platform for BLC. Microsoft Edge, Chrome, Firefox, or Safari may be used. Students will be provided further instructions from their SGL's.

6. All students, regardless of resident or DL status must adhere to student conduct policies outlined in the FBNCOA initial counseling issued to them on day zero by their SGL.

a. Students are expected to attend all training as outlined by the current training schedule. Technology issues to include but not limited to internet outage, software compatibility and/or failure to log in to required websites will be considered as a failure to attend the course and may be considered as grounds for dismissal.

7. The FBNCOA does NOT conduct direct enrollment of Soldiers into BLC. All questions regarding a Soldiers status in ATRRS should be directed through appropriate S-3 channels of the assigned unit.

8. (U) Per HQ, TRADOC OPORD 22-004, and COVID-19 Force Health Protection Guidance. 17. (U) As of 01 January 2022, students attending PME, functional training, or other courses/schools hosted by TRADOC (excluding IET) will adhere to vaccination and testing requirements posted in ATRRS.

a. (U) Students attending PME, functional training, or other courses/schools hosted by TRADOC (excluding IET) are to be vaccinated, have an approved medical or administrative exemption, or have a pending exemption in ETMS2 awaiting adjudication and have an approved travel exception from Under Secretary of the Army.

b. (U) Students with an approved temporary medical exemption are authorized to attend training provided the exemption covers the entirety of the course and have an approved travel exception from Under Secretary of the Army.

c. (U) Students must show proof of vaccination (Vaccination Card/MEDPROS) upon arrival for training or an approved exemption. Personnel pending an exemption or with an approved exemption must provide the following:

1. (U) Proof that the exemption has been submitted to Regional Health Command (RHC) / OTSG in ETMS2, or proof of approved exemption.

2. (U) An approved travel ETP from the Under Secretary of the Army.

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3. (U) A negative COVID-19 test NET 72 hours prior to start of training.

d. (U) Fully vaccinated students will be tested if symptomatic. Students pending an exemption or with an approved exemption will follow current testing protocol for all unvaccinated persons to enter a DOD facility.

e. (U) Symptomatic students will not be permitted to travel for training.

f. (U) Students testing positive at the training location may be returned to home station. COE/Schools will conduct Restriction of Movement (ROM) until students are cleared to return to home station.

g. (U) Unvaccinated students arriving without an approved travel exception from the Under the Secretary of the Army will be returned to home station.

9. For additional information and resources, please use the below QR code for all of FBNCOA social media outlets. They will assist you prior to attending BLC:



10. Point of contact is the undersigned at [mark.a.ring.mil@army.mil](mailto:mark.a.ring.mil@army.mil) or (910) 907-4318.

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Commandant