

E-5s for ALC will provide the individual valuable skills needed during deployment and provide the unit a bench of trained Soldiers for promotion during the deployment.

*p.* Attendance at the Command Team Training and Education four-phase program is mandatory for all battalion and brigade CSL selected officers (commanders and key billets) and CSM select as specified in paragraph 3-39. Commanders, Command Sergeants Major and Key Billets (G-1, G-2, G-6, G-8, PAO, Acquisition Project/Program Manager) will attend PCC Phase I prior to assuming command and responsibility. Active Component Commanders who cannot attend prior to assuming command require Vice Chief of Staff of the Army approval. Active Component Command Sergeants Major who cannot attend prior to assuming responsibility requires Commander, U.S. Army Human Resources Command approval.

### **3-13. Physical readiness and height and weight requirements for military institutional training**

*a.* This paragraph provides policy concerning physical readiness and body fat standards applicable to institutional training. All Soldiers attending institutional training courses are expected to meet the physical readiness standards of this regulation and body fat standards in accordance with AR 600-9. Policy governing the Army Physical Readiness Program is in Chapter 1, and in Appendix G-9.

*b.* Soldiers flagged for Army Physical Fitness Test (APFT) failure or body fat composition will not be selected, scheduled, or attend institutional training. Once Soldiers meet standards, they will be considered eligible for military schools and institutional training courses.

*c.* Army Physical Fitness Test. Soldiers attending the following PME schools and courses: SSC, SMA, Joint Special Operation Forces Senior Enlisted Academy, CCC, ILE, WOAC, WOSC/WOILE, WOSSC/WOSSE, ALC, SLC, and WLC, will be administered the APFT as a course requirement. Proponents of functional training courses may require an APFT, as either an entrance or graduation requirement, regardless of their length.

(1) Successful completion of the APFT is mandatory for course graduation. Soldiers attending the identified PME schools and courses will be administered an initial APFT. For PME courses with multiple phases, the initial APFT will be administered during the first phase of the resident course.

(2) One APFT retest is allowed, it will be administered no earlier than seven days and no later than 24 days after the initial failure of the APFT.

(3) Soldiers who subsequently fail to meet the physical fitness standards will be removed from the course.

(4) School commandants will ensure Soldiers returning from combat operations/overseas contingency operations deployment, reporting directly to a PME course meet the APFT standards prior to graduation.

(5) For recruiter, drill sergeant, airborne and ranger courses, and Special Forces assessment and selection, and other schools requiring separate physical readiness standards, the CG, TRADOC will recommend physical readiness standards to HQDA, DCS, G-3/5/7 for review and approval. Soldiers who fail to meet these standards will be denied enrollment and returned to their unit of assignment.

*d.* Height and weight screening and body composition standards.

(1) Policy for height and weight screening standards and body composition standards are contained in AR 600-9.

(2) Soldiers attending military schools and institutional training courses, in either a PCS or TDY status, which require preparation of a DA Form 1059 (Service School Academic Evaluation Report) will be administered height and weight screening as a mandatory course requirement.

(3) One re-screening is allowed. It will be administered no earlier than seven days and no later than 24 days after the initial failure to meet body composition standards.

(4) Soldiers who subsequently fail to meet the body composition standards of AR 600-9 will be removed from the course.

*e.* The DA Form 1059 of Soldiers who fail to pass the APFT and/or meet body fat composition standards will be annotated in block 11d "failed to Achieve Course Standards." Soldiers who fail to achieve course standards are not eligible to enroll in any PME courses for 6 months after their dismissal. The 6-month waiting period begins on the day after the DA Form 1059 is signed. Soldiers who fail to achieve course standards a second time are not eligible to enroll in any PME courses for 1 year after the second failure. School commandants and commanders will take the following actions for Soldiers who fail to meet APFT and/or body fat composition standards:

(1) AA Soldiers.

(a) Soldiers in TDY and return status will be returned to their unit of assignment. Commandants and/or commanders will send a memorandum to the first general officer in the Soldier's chain of command stating the Soldier's deficiencies and that he/she failed to achieve course standards. Unit commanders will initiate appropriate actions to include flagging per AR 600-8-2, changing the immediate reenlistment prohibition code as appropriate and/or initiating a bar to reenlistment.

(b) Soldiers in a TDY en-route status will be attached to the installation pending clarification of assignment instructions for their follow-on assignment. The school commandant and/or commander will notify HRC of the Soldier's ineligibility for training and request clarification of assignment instructions. Upon receipt of assignment instructions, the school commandant or commander will send a memorandum to the first general officer in the Soldier's chain of command at the gaining installation stating the Soldier's deficiencies and that he/she failed to achieve course

standards. Upon arrival at gaining installation, the unit commander will initiate appropriate actions to include flagging per AR 600-8-2 changing the immediate reenlistment prohibition code as appropriate and/or initiate a bar to reenlistment.

(c) Soldiers in a PCS status will be attached to the installation pending clarification of assignment instructions. The school commandant and/or commander will notify HRC of the Soldier's ineligibility for training and request assignment instructions. The school commandant or commander will initiate appropriate actions to include flagging per AR 600-8-2, changing immediate reenlistment prohibition code as appropriate and/or a bar to reenlistment.

(2) ARNG

(a) 32 USC M-day and AGR Soldiers in a TDY and return status will return to their home unit. School commandants and/or commanders will send a memorandum to the Soldiers' State Adjutant General in the Soldier's chain of command stating the Soldier's deficiencies and that he/she failed to achieve course standards.

(b) 32 USC M-day and AGR Soldiers in a PCS status will return to their home stations. School commandants and/or commanders will send a memorandum to the Soldiers' State Adjutant General in the Soldier's chain of command stating the Soldier's deficiencies and that he/she failed to achieve course standards.

(c) 10 USC AGR Soldiers in a TDY and return status will return to their home unit. School commandants and/or commanders will send a memorandum to Chief of Staff, NGB, and the first general officer in the Soldier's appropriate chain of command stating the Soldier's deficiencies and that he/she failed to achieve course standards.

(d) 10 USC AGR Soldiers in a TDY en route status will proceed to their next permanent duty station. School commandants and/or commanders will send a memorandum to Chief of Staff, NGB, and the first general officer in the Soldier's appropriate chain of command stating the Soldier's deficiencies and that he/she failed to achieve course standards.

(e) 10 USC AGR Soldiers in a PCS status will be attached to the Office of the Senior ARNG Advisor at the receiving installation pending receipt of assignment instructions. School commandants and/or commanders will send a memorandum to Chief of Staff, NGB, and the first general officer in the Soldier's appropriate chain of command stating the Soldier's deficiencies and that he/she failed to achieve course standards.

(3) USAR.

(a) TPU/Individual Mobilization Augmentee and AGR Soldiers in TDY and return status will return to their home units. School commandants and/or commanders will send a memorandum to the first general officer in the Soldier's chain of command stating the Soldier's deficiencies and that he/she failed to achieve course standards. The unit commander will initiate appropriate actions, to include flagging per AR 600-8-2, changing the immediate reenlistment prohibition code as appropriate and/or initiating a bar to reenlistment.

(b) IRR Soldiers in TDY and return status will return home. School commandants and/or commander will send a memorandum to Commander, HRC, stating the Soldier's deficiencies and that he/she failed to achieve course standards. The unit commander will initiate appropriate actions, to include flagging per AR 600-8-2, changing the immediate reenlistment prohibition code as appropriate and/or initiating a bar to reenlistment.

(c) The AGR Soldiers in a TDY en route status will be attached to the installation where they were to receive training pending clarification of assignment instructions. School commandants and/or commanders will notify HRC of the Soldier's ineligibility for training and request assignment instructions. The school commandant or commander will notify the first general officer in the chain of command of the gaining unit stating the Soldier's deficiencies and that he/she failed to achieve course standards. The unit commander will initiate appropriate actions, to include flagging per AR 600-8-2, changing the immediate reenlistment prohibition code as appropriate and/or initiating a bar to reenlistment.

(d) The AGR Soldiers in a PCS status will be attached to the Army Reserve Liaison Office pending clarification of assignment instructions from HRC. Commandants and/or commanders will immediately notify HRC, that Soldiers in PCS status failed to achieve course standards and need HRC to clarify assignment instructions. The unit commander will initiate appropriate actions, to include flagging per AR 600-8-2, changing the immediate reenlistment prohibition code as appropriate and/or initiating a bar to reenlistment.

f. Soldiers in the JAGC or AMEDD who fail to achieve course standards will have a memorandum sent to the first general officer in the Soldier's chain of command from the school's commandant and/or commander stating the Soldier's deficiencies and that he/she failed to achieve course standards. In addition, these Soldiers will be reported as course failures to the OTJAG or Office of the Surgeon General, respectively and will include a brief synopsis of the reason the Soldier failed to achieve course standards. The unit commander will initiate appropriate actions, to include flagging per AR 600-8-2, changing the immediate reenlistment prohibition code as appropriate and/or initiating a bar to reenlistment.

g. School commandants are responsible for updating the Soldier's ATRRS record with the appropriate reason and status codes to show that they are a course failure.

h. Unit commanders/CSMs are expected to counsel Soldiers and take appropriate actions to correct deficiencies for all Soldiers failing the APFT and/or body composition standards at institutional training.

i. This policy does not apply to IMT, Duty Military Occupational Specialty Qualification training, and Soldiers attending reclassification training.

*j.* OES policy clarifications.

(1) Lieutenants who are delayed within the training base 30 or more days for any reason (for example: Class recycles, medical holds, security clearance problems, Uniform Code of Military Justice (UCMJ), and so forth) beyond the initial TDY period will be diverted from their initial PCS assignment and assigned in a PCS status at their TDY location effective the date HRC is notified of the requirement to divert the Soldier. Commander, HRC will notify the order-issuing official of diversion so TDY order can be amended to stop per diem entitlements effective the date HRC is notified. Those delayed fewer than 30 days will remain in a TDY status and the order-issuing official will be notified to amend the order extending per diem entitlements.

(2) Officers will meet body composition standards in accordance with AR 600-9 and will pass a record APFT prior to graduating from the BOLC B course. Any active Army officer who does not meet body composition standards per AR 600-9 and pass the APFT prior to graduation will remain at the training institution until they have met the requirements, or are processed for elimination subject to the requirements and procedures of AR 600-8-24. Any USAR or ARNG officer who does not meet the height and weight standards per AR 600-9 and pass the APFT prior to graduation will be withdrawn from the course and returned to their parent unit for disposition. USAR and ARNG officers will not be allowed to apply for constructive credit once they return to their units. The only recourse will be to return to their branch BOLC-B, repeat the entire course and meet the graduation standards, or be processed for elimination from the Army. In the case of any officers, whose profile prevents them from taking the APFT or alternate APFT, the APFT requirement may be waived if the officer in question has passed a record APFT within one year prior to the date of graduation from the BOLC B course. If there is no record APFT within the one year time period, the officer will be retained at TRADOC until he/she either passes the APFT or is processed for elimination subject to the requirements and procedures of AR 600-8-24.

(3) Candidates applying to WOCS or OCS must pass the standard three-event APFT as an enrollment requirement. An exception to policy may be granted by HQDA DCS, G-3/5/7 for a permanent profile to the running event only. The exception only allows the Soldier to apply to compete for entry into WOC or OCS school. The permanent profile must be a result of extraordinary circumstances. The 2.5-mile walk event on the APFT is the only authorized alternate event used as an enrollment requirement. The Soldier must also be able to walk the 6.2 mile footmarch for WOCS or the 12 plus miles for OCS with 48 lbs. in their rucksack within school time parameters. If a Soldier enrolling in WOCS or OCS fails the initial APFT, the Soldier will be denied enrollment but allowed one retest with a subsequent class. Soldiers failing the second APFT will be considered ineligible for enrollment and must reapply for OCS or WOCS selection not earlier than one year after denial of enrollment.

*k.* Civilian attendance at military schools. Physical readiness and body composition standards do not apply to Civilian personnel. These students may participate in physical readiness programs on a voluntary basis.

*l.* Departmental and International students. Members of other military departments and international students must meet the physical readiness standards of their service/country when attending an Army course of instruction, except for specialized courses such as Airborne, Ranger, and Special Forces courses where they will be required to meet the same standard as Soldiers attending those courses.

### **3-14. Physical profiles**

*a.* Profiles. Soldiers with medical profiles due to operational deployment will be permitted by their immediate commanders to attend appropriate courses (to include PME) within the guidelines of their profile. Soldiers must arrive at the aforementioned courses of instruction with a copy of their current profile and a memorandum signed by their commander stating the profile is a result of injuries sustained due to operational deployment.

*b.* Soldiers with temporary profiles that are not a result of operational deployment and prevent full participation in a course will be removed or deferred from school attendance consideration by their immediate commander until the temporary profile is removed.

*c.* Soldiers with a permanent designator of "2" in the physical profile must include a copy of DA Form 3349 (Physical Profile) as part of the course application. They will be eligible to attend courses (to include PME) and train within the limits of their profile provided they can meet course graduation requirements. Soldiers with a permanent designator of "3" or "4" in their physical profile must include a copy of DA Form 3349 and the results of their MOS Administrative Retention Review as part of the course application.

*d.* Soldiers who have been before an MOS Administrative Retention Review and retained in their MOS or reclassified into another MOS are eligible to attend appropriate courses (to include PME) and train within the limits of their physical profile (DA Form 3349). Commandants will not disenroll nor deny enrollment of Soldiers into the training based on physical limiting conditions on their physical profile in accordance with MOS Administrative Retention Review adjudication.

*e.* Soldiers retained through the Continuation on Active Duty/Continuation on Active Reserve process are eligible to attend courses (to include PME) and train within the limits of their physical profile (DA Form 3349).

*f.* Soldiers receiving temporary or permanent physical profile limitations after starting resident training courses will be evaluated by school commandants and commanders for continued enrollment. Soldiers who:

(1) Have met, or will be able to meet graduation requirements, will continue to be trained within the limits of their profile.

(2) Are unable to meet graduation requirements will return to their unit or proceed to their PCS unit, and may, if eligible, be enrolled in a later course.

### **3–15. Student dismissal**

*a.* Under certain conditions, students may be dismissed from courses before course completion. To protect students from unfair, illegal, or prejudicial practices, school commandants and commanders will publish policies and establish procedures to determine if students should be dismissed from training. Policy and procedures will ensure timely execution of review.

*b.* Students may be considered for dismissal from courses for the following reasons:

(1) Personal conduct is such that continuance in the course is not appropriate (for example, if a student violates regulations, policies, or established discipline standards). No formal adjudication of guilt by a military or civilian court or by a commander under Article 15, UCMJ is necessary to support dismissal under this paragraph.

(2) Negative attitude or lack of motivation, either of which is prejudicial to the interests of other students in the class.

(3) Academic deficiency demonstrated by failure to meet course standards or lack of academic progress that makes it unlikely that the student can successfully meet the standards established for graduation.

(4) Illness or injury (as determined by a physician), or added physical profile limitation.

(5) Compassionate reasons.

(6) Students enrolled as a military member retiring or leaving the military and not continuing in a federal civilian capacity.

*c.* In establishing student dismissal procedures:

(1) Ensure fair and equitable processes to adjudicate individual cases.

(2) Adhere to Army policies and standards.

(3) Inform students of the course and training completion requirements prior to the start of the training and education.

(4) Obtain servicing Office of the Staff Judge Advocate review of dismissal procedures prior to promulgation.

*d.* Students being considered for dismissal must have been counseled by the chain of command (usually the assigned trainer or small group leader, the course manager, and the school commandant or commander, or a designated representative who has direct responsibility for the course), with an opportunity to correct deficiencies, prior to consideration for dismissal. Counseling sessions will be documented and signed by all counselors and acknowledged by the student. All counseling forms will be maintained with the student's records. Additionally, the school commandant or designated representative will notify the commander of the student's parent unit or parent organization, when possible.

*e.* The following procedures apply in cases where dismissal is considered for motivational, disciplinary, or academic reasons:

(1) The training supervisor will notify the student in writing of the proposed action, the basis for the action, the consequences of disenrollment, and the right to appeal. The supervisor will advise the student that any appeal must be submitted within 7 duty days after receipt of the written notification of the dismissal action. Appeals will be submitted to the school commandant or commander.

(2) The student will acknowledge by endorsement within two duty days receipt of the written notification of dismissal action. The endorsement must indicate whether or not the student intends to appeal the dismissal action.

(3) An Army Civilian's chain of command will be notified and they will be returned to their organization upon dismissal from class for disciplinary, academic or motivational reasons.

(4) Appeals will be forwarded to the school commandant or commander who will refer the proposed action and the appeal to the Office of the Staff Judge Advocate to determine legal sufficiency of the dismissal decision. All appellate actions will become part of the student's case file. Commandants and commanders will make their final decision on dismissals after considering the supporting Office of the Staff Judge Advocate recommendation. In cases where an Office of the Staff Judge Advocate is not available, the commandant or commander will forward appeals to the commander who has General Court Martial Convening authority for review and final decision; General Court Martial Convening Authorities will obtain a legal review before final action.

(5) Students who elect to appeal will remain actively enrolled in the course pending disposition of their appeals. In cases where the decision of the appeal is delayed, students will participate in graduation ceremonies; however, the DA 1059 will be withheld until final adjudication.

*f.* Dismissals for misconduct, lack of motivation, academic deficiency, or failure to maintain physical readiness or body composition standards (for officers) will be recorded on the individual's DA Form 1059, if applicable, in accordance with AR 623–3. Foreign student dismissals will be handled in accordance with AR 12–15.

(1) In accordance with AR 600–8–2, officers, warrant officers, and enlisted Soldiers disenrolled for disciplinary