MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Letter or Instruction, Chemical, Biological, Radiological, and Nuclear (CBRN), Captains Career Course, Reserve Component (CBRN CCC- RC), Phases I-IV.

1. Overview. The Chemical Biological Radiological Nuclear Captains Career Course, Reserve Component, consists of four phases. Phase I consists of 75 hours of branch specific Distributed Learning (DL) delivered via Blackboard. Phase II is a two week resident training phase combining common core and branch-specific instruction, conducted at the CBRN School. Phase III includes 75 hours of Common Core Distance Learning (CCDL) material required for all Army officers, delivered via ALMS. Phase IV is a two week resident phase combining branch specific and common core instruction including the Military Decision Making Process (MDMP) and a Combined Arms Exercise. This course is designed to assist in preparing students for higher level staff and Company Command positions.

2. General. Students must receive a valid ATRRS reservation through their unit prior to beginning each phase. IAW AR 350-1, the USACBRNS CCC-RC follows a 36 month model which includes two 15-day resident periods, and the remainder of time dedicated to completing two branch-specific DL phases. Officers have the flexibility to complete the DL at home station. The CBRN CCC-RC resident phases as outlined in TRADOC Regulation 350-70 can be completed in a maximum of two active duty training periods across two fiscal years to allow for multiyear funding. Exceptions to this policy may be granted on an individual basis with up to a 12-month extension, upon USACBRNS approval. Students requesting an extension must submit a memorandum signed by the first Colonel (O-6) or above in their chain of command to the CBRN School.

3. Phase I Considerations (FLW Blackboard Distributed Learning).

    a. COURSE ACCESS.
       1. After receiving a valid ATRRS reservation, go to https://cbrn.wood.army.mil/ to self-enroll, and click on the "Courses" tab located at the top of the page.
       2. Under the "Course catalog" section select the button labeled "Browse Course Catalog".
       3. In the "Search Catalog" type "CBRNS-RC" in the search box and click "GO."
       4. Select the drop down arrow beside "CBRNS-RC Captains Career Course". Once open select "Enroll.". This will send an email to the course manager notifying him that you are requesting access to the course. Upon reception of email the course manager will cross reference your request with ATRRS and take the appropriate actions.
       5. Students have 11 months to complete Phase I. As a reminder, students must complete Phases I-IV within 36 months.

b. PHASE I CREDIT.
   1. The USACBRN CBRNCCC (RC) POC's listed below will monitor students' progress in Phase I. To complete Phase I, students receive a 70% or higher on each posttest to unlock each module, or the student can receive a 100% on each pretest and forgo course content.
   2. Weekly, the academic program of record (DTMS) will be updated to reflect students who have completed Phase I. This action will result in an update in ATRRS. Students whose ATRRS record is not updated within 30 days of completion may contact the POC's to inquire as to status.

4. Phase II Considerations (15-day Resident Instruction, CBRN School).
   a. APFT and HT/WT will be conducted at 0500 on Day 1 of the course. Failures will be immediately dropped from the course; there will be no retests.
   b. Students are not authorized to attend the course on a temporary profile.

5. Phase III Considerations (Army Learning Management System (ALMS) DL)
   a. COURSE ACCESS:
      1. After obtaining a valid ATRRS reservation. You can access ALMS through your AKO portal or at the below link. https://www.lms.army.mil/
      2. You should have immediate access to the Phase III LOI and course content. You will also receive an email confirmation from ALMS verifying your enrollment.
      3. Launch your course by clicking the "CBRN CAPTAINS CAREER (4-3-C23 (DL)_3"- Course Introduction - LOI topic "Launch" button contains the course Letter of Instructions (LOI), Reserve Captains Career Common Core - Errata, and Reserve Captains Career Common Core - Course Introduction learning assignments.
      4. On your ALMS Homepage locate the "Active Learning" portlet, the Reserve Captains Career Common Core Common Core course Topics will be available to launch directly from there.
      5. Once you have closed the course topics, your completion will be reflected on your Completed Learning Transcript screen.
      6. Students have 11 months to complete Phase I. Students who do not complete within the allotted time will need to re-register through ATRRS and begin the course again.

   b. PHASE III CREDIT
      1. ALMS will generate a certificate of completion which may be used for pay purposes. To print your certificate, on the ALMS Homepage click "Transcript" from the left navigation bar, and on the Courses or Certifications page, find your Acquired certification and hover over the "Actions" link. Select "Print Certificate."
      2. Students must receive an 80% or higher on each exam to unlock the next module. USACBRNS CBRN-RC CCC POC's will monitor students' progress in Phase III. Course

completion will automatically result in a graduation in ATRRS. Students whose ATRRS record is not updated within 30 days of completion may contact the USACBRN-RC POCs.

6. PHASE IV Considerations (15-day Resident Instruction, CBRN School)
   a. GRADUATION
      1. Students will need to bring their Army Service Uniform (ASU) for graduation. There will be limited time to have ASU's altered during the course; ensure that they are within regulation prior to arrival. All students will need to wear pants and loafers *(females may not wear skirts).* An inspection of ASU's will be conducted.
      2. HT/WT will be conducted at 0600 on Day 1 of the course. Students should report with their 705 from Phase II in hand. Failures will be an immediate recycle from the course; there will be no retests. Students are not authorized to attend the course on a temporary profile.
      3. The first week of instruction will focus on integrated mission command systems and the MDMP process, culminating in an MDMP Exam. During the second week of instruction, students will demonstrate their knowledge of the MDMP through a Combined Arms Exercise.

7. The points of contact for the above information are the following:

POCs	
MSG Anthony Anderson anthony.p.anderson10.mil@mail.mil (573) 563-7757	CPT Gregory Pugh gregory.l.pugh.mil@mail.mil
MAJ Martin Small martin.e.small.mil@mail.mil (785) 210-6483	