

III CORPS AND FORT HOOD

NCO ACADEMY

33009 761st TANK BATTALION
AVENUE FORT HOOD, TX 76544



WARRIOR LEADER COURSE

STUDENT GUIDE

(October 2013)

TABLE OF CONTENTS

CHAPTER 1 GENERAL ADMINISTRATION

Paragraph

NCO Academy Standards and Expectations of a Professional Soldier	
Welcome Letter from the Commandant	
Course Overview	
Purpose	1-1
Course Prerequisites	1-2
Enrollment Requirements	1-3
Telephone/Cell Phone	1-4
Valuables	1-5
Medical and Dental Treatment	1-6
Laundry	1-7
Cadre Rooms	1-8
Visitation	1-9
Privately Owned Vehicles	1-10
Course Graduation Requirements	1-11
Student Guide Distribution	1-12
Non-Resident NCOES	1-13

CHAPTER 2 STUDENT ADMINISTRATION

Student Conduct	2-1
Student Assignment	2-2
Uniform and Equipment	2-3
Training Schedule	2-4
Formations	2-5
Classroom Procedures	2-6
Special Inspections	2-7
Safety	2-8
Barracks Security Monitor	2-9

CHAPTER 3 STUDENT ORGANIZATION

NCO Support Channel	3-1
Responsibilities	3-2
Student First Sergeant	3-3
Student Platoon Sergeant	3-4
Student Squad/Team Leader Duties	3-5

CHAPTER 4 ACADEMY STANDARDS AND EVALUATION

Standards and Conduct	4-1
Grading System	4-2
Barracks Inspections	4-3
In-ranks Inspections	4-4
Student Development Counseling	4-5
Pass Privileges	4-6
Academic Evaluation Reports (DA Forms 1059)	4-7
Student Study Hall	4-8
Attendance	4-9

CHAPTER 5 ACADEMIC AND PERFORMANCE HONORS

Academic and Performance Honors	5-1
---------------------------------	-----

CHAPTER 6 GRADUATION

Graduation	6-1
------------	-----

ANNEX A

Packing List	A-1
--------------	-----

ANNEX B

Important Information (Notes)	B-1
-------------------------------	-----

ANNEX C

Sample Student Packet	C-1
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REPLY TO
ATTENTION OF

ATZF-NC

DEPARTMENT OF THE ARMY
NONCOMMISSIONED OFFICER ACADEMY
33009 761ST TANK BATTALION AVENUE
FORT HOOD, TEXAS 76544-5064

10 June 2013

MEMORANDUM FOR WLC Students

SUBJECT: NCO Academy Standards and Expectations of a Professional Soldier

1. Soldiers attending WLC are expected to live the Army Values and Warrior Ethos. You are also expected to maintain a high degree of professionalism and military bearing commensurate with the professional Army Ethic. The topics below serve as the expectable standards and expectations of a professional Leader and Soldier.

- a) Treat all team members and fellow Soldiers with dignity and respect.
- b) Display proper military courtesy to seniors and peers alike.
- c) Display loyalty to your peers, seniors, and the NCO Academy; represent your tireless pride and self commitment to strive for excellence and assist others to do the same.
- d) Act professionally, refuse defeat, never quit and complete all the missions.
- e) Total commitment and motivation to duty – no matter how long it takes or what it takes.
- f) Rise above yourself to fulfill your obligations and always expect the same from others.
- g) Comply with all Army Regulations and NCO Academy policies.
- h) Have faith and confidence in yourself, your team members and others.
- i) Learn as much as you can from the Cadre, curriculum and team members.
- j) Work well together with others as a cohesive team.
- k) Fight through the mental and physical challenges.
- l) Be at the right place, at the right time and in the right uniform with the correct equipment.
- m) Take responsibility for your actions and do what's right, no matter how tough it is, even when no one is watching.
- n) Be a good steward of Academy resources; do not damage or lose accountability of equipment.
- o) Duty calls for the highest levels of integrity; do what's right, legally and morally.
- p) Remember the Soldiers Creed – disciplined, physically and mentally tough, trained and proficient in your Warrior tasks and drills; place the mission first, never accept defeat and never quit – no matter how hard or difficult the challenging days ahead may become.
- q) The NCO Creed will be your guide, learn it and live it.

2. The above standards and expectations while assigned to the NCO Academy serve as your azimuth and course of direction, in coalition with the Army Values, Warrior Ethos, Soldier Creed and the NCO Creed.

\\Original Signed\\
KENNETH M. GRAHAM
CSM, USA
Commandant

WELCOME TO THE NCO ACADEMY
WARRIOR LEADER COURSE



ATZF-NC

10 June 2013

MEMORANDUM FOR WLC Students

SUBJECT: Welcome Letter

1. Congratulations on your selection and welcome to the United States Army Noncommissioned Officer Academy (NCOA) at Fort Hood, Texas. Your selection indicates the Army's trust and confidence in your potential leadership ability to serve in positions of greater responsibility. Our goal and mission while you are assigned to the NCO Academy is to provide excellent academic and performance based evaluations in an institutional based environment to develop competent, confident, well trained and educated small unit leaders.
2. The Noncommissioned Officer Academy is committed to providing you with an excellent training experience. Our Cadre will treat all Soldiers as team members, challenge you mentally and physically, and treat you with dignity and respect. We accept the challenge in academic and performance oriented excellence and graduate students to the greatest extent possible. We pledge to sharpen your existing leader and warfighting skills; teach and instill the Warrior Ethos while ingraining the seven core Army Values. We intend to enhance your ability to motivate, train, and lead Soldiers.
3. A positive attitude, time management skills, and good study habits are great tools to possess. However, it is up to you to achieve excellence. Upon graduation, your tool box will be full of current and relevant information to pass on to those you lead. We hope you will confidently accept more challenging leadership positions that attest to your professional development.
4. This is probably one of the few opportunities you will have to work closely with Soldiers from all branches of the Army, so take full advantage of it and get to know as many of your peers as you can. Our differences make us a much stronger Army!
5. Make the most of your experience at the Academy and good luck during the challenging days ahead.
6. **“Train the Best to Lead the Best”**

\\Original Signed\\
KENNETH M. GRAHAM
CSM, USA
Commandant

CHAPTER 1

GENERAL ADMINISTRATION

COURSE OVERVIEW: The Warrior Leader Course (WLC) is a 22-day Program of Instruction (POI), branch immaterial course that trains the basic skills, knowledge, and behaviors necessary to be a professional NCO. WLC produces competent junior NCOs who are qualified team/section/squad leaders, trainers of leader and warfighting skills. They are evaluators and counselors who conduct and participate in individual and collective training. WLC graduates are teachers of leader tasks, knowledge and attitudes. WLC instills self discipline, professional ethics and establishes the foundation for follow-on training in leader development. WLC is conducted in a challenging, leadership-intensive Noncommissioned Officer Academy environment.

1-1 PURPOSE: This guide outlines applicable policies and procedures for students reporting to the Noncommissioned Officers Academy (NCOA). **All students will read this guide.** Students are responsible for complying with its contents prior to attending, but not later than (NLT) 24 hours of arrival at the NCO Academy. Failure to comply with the policies or procedures contained herein could result in an early release from the Academy.

1-2 COURSE PRE-REQUISITES:

- 1) Proof of SSD-1 completion (**See sample student packet located in Annex C of this guide**). EFFECTIVE 1 April 2013, Structured Self Development 1 (SSD-1) is a prerequisite to attend the Warrior Leader Course (WLC), IAW ALARACT 216/2012 – Structured Self Development (SSD) Prerequisite for NCOES.
- 2) Meet height and weight standards IAW AR 600-9.
- 3) Be eligible for reenlistment and have a recommendation from their immediate commander.
- 4) Soldiers approaching transition from the active rolls may attend WLC up to their ETS date. This action will reduce the training requirement if the Soldier continues his/her military commitment in the ARNG or USAR.
- 5) Soldier must arrive fully capable of performing supporting individual tasks and tasks required in the next lower level course, e.g., basic training, SMCT.
- 6) If age 30 or over, Soldier must have completed a periodic physical exam within the last 5 years. Without proper documentation (**ERB**), the Soldier will be denied enrollment.
- 7) Effective 1 October 2007 the automated Pre-Execution Checklist (PEC) took effect for Army Reserve and Army National Guard Soldiers; Soldiers must have a hard copy of the pre-execution checklist in your possession.
- 8) Soldiers have 72 hours to provide all required missing documents. Soldiers who fail to provide required missing documents in the established time line will be disenrolled and returned to their unit.

1-3 ENROLLMENT REQUIREMENTS:

- 9) Soldiers attending the NCO Academy will report for class enrollment in ACUs.
- 10) Soldiers must have all profiles approved by the NCO Academy ATRRS prior to enrollment. A brief overview of profiles are listed below:
- a) **Temporary Profiles:** Soldiers may enroll with temporary profiles. The profile must not prevent them from meeting all physical tasks and the physical graduation. ***Temporary Profile Exceptions:** Soldiers will train within the limits of their profiles. If a Soldier on a temporary profile cannot complete all the events of the APFT or meet all the physical requirements, they will not be allowed to enroll in WLC. The physical requirements to meet course standards are as follows:
- (1) Pass APFT
 - (2) Conduct, demonstrate, and lead physical readiness training (PRT)
 - (3) Negotiate rough terrain under varying climatic conditions
 - (4) Walk a minimum of 3200 meters with load carrying equipment (LCE) in a minimum of three hours
 - (5) Lift and carry all required packing list items (OCIE and CTA 50-900) for short distances
 - (6) Carry a 48 pound combat load that contains mission essential equipment (weapon, helmet, FLC, uniform)
 - (7) Lift and carry fuel, water, ammunition, MREs, or sandbags
 - (8) Jump, Low crawl, high crawl, and rush for three to five seconds
 - (9) Move over, through, and around obstacles
 - (10) Carry and fire individually assigned weapon
- b) **These course requirements cannot be supplemented.** Any further questions should be directed to the OML Manager or WLC Student Operations/ Administration at 254-287-0222 or DSN 737-0222.
- c) **Permanent Profiles: Soldiers possessing permanent profiles 3 or 4 must provide a copy of the DA Form 3349, with signatures from the profiling officer, and the approving authority (a physician).** Commanders do not need to sign unless they disagree with the profile findings. **P2 profiles require only a doctor's signature.** Any Soldier possessing permanent profile designators of "3" or "4" who have been before an MMRB, awarded medical limitations, and allowed to retain their occupational classification will be permitted to attend various courses and train within the limitations of their profile (Soldier may be required to present this paperwork to ATRRS/ Commandant upon request).
- d) **Pregnant Soldiers:** Prior to the course may not attend WLC until medically cleared. If diagnosed while attending WLC may continue, but must provide written documents from a doctor that states they can participate in all course physical requirements. Soldiers medically dismissed will be able to return to the course when medically cleared. ***Note:** Soldiers must participate in all WLC physical requirements based upon the limitations of their profiles.
- e) **Wounded Warriors: The III Corps and Fort Hood NCO Academy Commandant will not deny enrollment or disenrollment of Soldiers based on physical profiles resulting from MMEB or MEB rulings.** These Soldiers can

attend professional military education (PME) and military occupational skill (MOS) courses. These are Soldiers who previously were unable to meet course requirements as a result of physical limitations that have been formally acknowledged by either the **Wounded Warriors Program and/or a permanent profile as a result of a MOS/Medical Retention Board or Medical Evaluation Board**, and that are properly documented using the military physical profile for physical condition/stamina, upper extremities, lower extremities, hearing/ear, eyes, and psychiatric (PUHLES) code. **The Commandant may adjust or waive graduation requirements for Soldiers in this category for enrollment and attendance at the Fort Hood NCO Academy due to reclassification.** Students seeking additional information should approach their chain of command or contact the WLC OML Manager at 254-287-9190 or DSN 737-9190 or 254-289-2990 after hours.

- 11) **APFT/HT/WT IAW SECARMY Memorandum 2012-20 (Physical Fitness and Height and Weight Requirements for Professional Military Education) EFFECTIVE 01 November 2012.** All students will be administered the initial height/weight screening on day one and the APFT within three days of enrollment.
 - a) Soldiers attending the NCO Academy must meet body fat composition standards of AR 600-9. If Soldier fails HT/WT screening, one rescreen will be administered no earlier than seven days and no later than ten days after the initial assessment.
 - b) **Soldiers who fail to meet the body fat composition standards of AR 600-9 after a rescreening will be dismissed from the course. In addition to being dismissed from the course, the student will receive a “Failed To Achieve Course Standards” rating and an “UNSAT” mark for the leadership portion of their DA Form 1059 (AER).** If students meet HT/WT standards IAW AR 600-9 after a rescreening no paperwork is required.
- 12) Soldiers must have all required documents in their student packet to include an ERB, DA Form 705 **dated within 30 days of enrollment**, and a meal card or DD Form 1610 if TDY. See Annex C, Example Student Packet for a detailed description of all required documents.
- 13) Soldiers eliminated from WLC for disciplinary reasons **will not be eligible** for further NCOES training **for a period of six (6) months.**

1-4 TELEPHONE/CELL PHONES: The NCOA military cell phone (staff duty phone – 254-289-2990) is for **OFFICIAL BUSINESS ONLY**. To utilize the NCOA military phone, contact your SGL. Personal cell phones may be brought, but can only be used during breaks and on the students’ evening personal time. Cell phones may be carried and used as necessary as directed by NCOA leadership. **AT NO TIME ARE CELL PHONES ALLOWED WHILE TESTING. NO TALKING/TEXTING WHILE WALKING OR DRIVING.**

1-5 VALUABLES: You are reminded that the safekeeping of valuables is a personal responsibility. It is recommended that high dollar personal valuables not be brought to the Academy. Each student will bring one (1) combination lock or padlock.

1-6 MEDICAL AND DENTAL TREATMENT: Students needing to go on sick call will report to their Small Group Leader (SGL), or NCOA Staff Duty Noncommissioned

Officer (SDNCO) to receive a sick call slip. TDY Soldiers will be treated at the Emergency Room. Sick call slips will be returned to (SGL, SSGL, or 1SG) immediately upon returning from sick call. Students assigned to a Fort Hood unit will be transported to sick call by their sponsor. Sponsors will show up in ACU when picking up their student(s). TDY students will be transported by the SDNCO (**Students cannot miss more than four (4) academic hours**). TDY students are not required to bring their health and dental records with them to the course. The uniform for sick call is IPFU. Emergency treatment is available at Darnell Army Community Hospital (DACH) at all times. Students requiring emergency treatment will report to the SDNCO located in Building 33060 (NCOA Barracks).

1-7 LAUNDRY: Washers and dryers are provided for your convenience. **Only liquid detergent will be used.** Do not bring powder detergent. Powder detergents clog and damage the washing machines. The laundry area will be cleaned daily.

1-8 CADRE ROOMS: All Cadre rooms are **OFF LIMITS** to students except when directed to report by the NCOA Leadership.

1-9 VISITATION: Due to the fast pace of the 22-day POI, sponsors are allowed to visit Soldiers with prior authorization from the NCO Academy Commandant and during chow times at the DFAC. SPONSORS ARE ALLOWED TO DROP OFF/PICK UP PERSONAL ITEMS AT THE SOLDIER DEVELOPMENT CENTER, BUILDING 33009, SECOND FLOOR, ATRRS ROOM - H211. All visitors will contact/report to the NCOA SDNCO or S3 Shop. The phone number is 254-289-2990, 254-287-0223.

1-10 PRIVATELY OWNED VEHICLES: The use of POVs is authorized for transportation to and from home, providing that they meet all vehicle safety, inspection and installation registration requirements. Once POVs are parked for the day, students are not allowed to go back to their POV unless permission is given by the NCOA Leadership.

1-11 COURSE GRADUATION REQUIREMENTS:

- 1) Students **must score 70 percent or higher** on the following performance and written evaluations:
 - a) Conduct Army Physical Fitness Test (APFT)
 - b) Conduct Physical Readiness Training
 - c) Conduct Individual Training
 - d) Conduct Squad Drill
 - e) Communicate in Writing
 - f) Oral History Brief
 - g) Two demonstrated Leadership Evaluations (garrison and tactical environment)
 - h) Leadership Exam
 - i) Training Exam
 - j) Warfighting Exam
 - k) Land Navigation Evaluation (75%)

1-12 STUDENT GUIDE DISTRIBUTION: The student guide is provided to the MSC Schools NCOs at the NCO Academy Schools meeting held at building 33009 for assigned Fort Hood Soldiers. Soldiers from other installations may receive the Student Guide from their respective Schools Managers. It can also be downloaded from the Fort Hood NCO Academy website at <http://www.hood.army.mil/ncoa>.

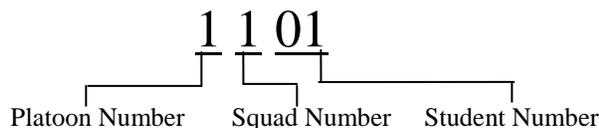
1-13 NON-RESIDENT NCOES: The NCO Academy is a branch immaterial course, taught at the NCOA in a non-resident environment (barracks rooms are provided for those who wish to stay at the NCOA Barracks and TDY Soldiers). All students will maintain a room at the NCOA Barracks for required clothes and equipment until course completion or release from the NCO Academy by the Commandant.

CHAPTER 2

STUDENT ADMINISTRATION

2-1 STUDENT CONDUCT: The NCO Academy trains and enforces the standards of the United States Army as prescribed by appropriate regulations, traditions and directives. It is the student's responsibility to maintain this standard during the course of instruction and throughout their military career. While on and off duty, students will maintain high standards of appearance and conduct. Misconduct of any type, no matter how small, may result in an immediate disciplinary dismissal.

2-2 STUDENT ASSIGNMENT: During in-processing, students will be assigned to a platoon and receive a "Student Number". It is very important that you place your student number, rank, and name on all correspondence while assigned to the NCO Academy. Unless otherwise directed, place this information in the top right corner when filling out documents. The student ID number is comprised of your platoon number, squad number, and number for which you fall in the squad.



2-3 UNIFORM AND EQUIPMENT: You are required to have certain items of clothing and equipment in your possession while at the academy. Personnel with prescription eyewear must have their military issued glasses. **Wearing of contact lenses is not authorized in the field environment.** An inventory will be conducted during your in-processing to determine accountability and serviceability. The uniform for each day is indicated on the training schedule. Students will be issued a "Penny" and it is to be worn for PT only, unless otherwise directed.

2-4 TRAINING SCHEDULE: A copy of the training schedule is posted on the bulletin board in each wing of the student barracks, as well as in every classroom. Each student Squad Leader, Platoon Sergeant, and First Sergeant will be required to write the daily schedule in their Leader's Books.

2-5 FORMATIONS:

- 1) Students will march to and from all formations for training.
- 2) SGLs are in charge of any marching element moving outside of the Academy grounds.
- 3) SSGLs are responsible for the overall movement for each training day.

- 4) **If a student is late for any formation the following actions will be taken:**
(NOTE: If a student has PROOF they missed formation at no fault of their own (I.E. flat tire, family member in E.R.) then it will be at the discretion of the SSGL)
- a) **First offense** – Student will receive counseling statement and be removed from earning any type of academic honors
 - b) **Second offense** – Student will receive a second counseling statement unit will be notified, and corrective training will be administered at the discretion of the SSGL
 - c) **Third offense** – Student will be given a third counseling statement and be dismissed from the Warrior Leader Course

2-6 CLASSROOM PROCEDURES: Classroom norms will be established by the SGL at the beginning of the course. A classroom leader will be appointed for each classroom and be responsible for greeting all visitors IAW class leader instructions. While the emphasis of the classroom conduct is to foster the best learning environment possible, students are expected to maintain their professionalism and military bearing at all times. Classrooms will be maintained in a high state of organization, cleanliness and repair at all times. Smoking, eating and drinking in class is strictly prohibited (only exception is an approved water source, i.e. camelbak, 1 qt. canteen). End of day procedures will be adhered to everyday as instructed by the SGL, i.e. computers restarted and left open, reciting NCO Creed, and etcetera.

2-7 SPECIAL INSTRUCTIONS:

- 1) All inspectable items such as billets, field equipment, uniforms, lockers, etc. will be prepared for inspection prior to first formation daily.
- 2) Brooms, mops, and cleaning materials will be kept in appropriate areas.
- 3) Lights will be turned off when billets are unoccupied. Student leaders will inform subordinates of the time and place of any evening details to be performed.
- 4) Fire extinguishers will not be removed or tampered with.
- 5) Unless changing in your assigned room, a complete and appropriate uniform will always be worn.
- 6) Students will not leave the Academy area for any reason unless authorized specifically by their Senior Small Group Leader (SSGL).
- 7) Students will ONLY use cleaning materials issued by the SGL to clean the barracks (i.e. toilet paper, brown paper towels, Windex, comet, bleach, etc.). Students **ARE NOT** expected to purchase cleaning supplies or toilet paper.
- 8) Students will observe all proper customs and courtesies at all times. Whenever a Soldier of lesser rank is addressing a senior, that Soldier will assume the position of parade rest (if addressing an enlisted senior) or attention (if addressing an officer).
- 9) Pocket sized radios, CD players or MP3 players are the only audible equipment authorized. They will only be used when inside the barracks during personal time with headphones. Larger radios are not authorized.

- 10) No smoking in the barracks. Tobacco products will only be used in designated areas; this includes smokeless tobacco (dip).
- 11) Students will be allowed to have fast food delivered to them, however, students will meet the delivery person at building 33070 (Mail Room). **The delivery person IS NOT authorized to go to any student's room in building 33060 or in the Academy area.**
- 12) All students will remain in the barracks the night prior to any field training exercise or major training event such as the APFT.

2-8 SAFETY: SAFETY IS FORCE PROTECTION:

- 1) Force protection must be an integral part of mission accomplishment by including risk assessment and risk management in the decision making process. Risk assessment/management eliminates unnecessary risk, minimizes fratricide, and avoids accidental injury to Soldiers and damage to equipment. Force protection responsibilities continue around the clock, both on and off duty. Safety in training and training safety are not synonymous. Safe training is achieved by integrating safety in the planning, development, and conduct of training (ADP & ADRP 7-0 and ATN (Army Training Network: <https://atn.army.mil/>). Leaders must commit to accomplishing the mission without unnecessarily jeopardizing lives and equipment. They must recognize unsafe behavior while making prudent risk decisions, and developing operational processes to minimize hazards.
 - a) Training safety consists of three interlocking tiers:
 - b) **Tier 1** – The Commander: Validating soundness of training and evaluation plans for safety and resolving safety issues.
 - c) **Tier 2** – The First Line Leader: Identifying necessary actions by responsible individuals, establishing a system to monitor training and safety, and focusing on adherence to standards.
 - d) **Tier 3** – The Individual: Ensuring each Soldier looks after themselves, others, and knows how to recognize unsafe conditions and acts.

2-9 BARRACKS SECURITY MONITORS (BSM): The monitors may be called CQs. The primary responsibilities of the BSM are to ensure no unauthorized personnel enter the building and to alert the occupants in the event of an emergency. The uniform for duty will be ACUs with a water source. The BSM roster is prepared and posted by the Company student 1SGs with SGL guidance for length of duty and type. Each roster will be posted. A DA Form 1594 (Duty Journal) will be kept by SDNCO. All events or incidents will be logged and briefed to the 1SG no later than first call. No one is exempt from this duty, regardless of their position within the student chain of command.

CHAPTER 3 STUDENT ORGANIZATION

3-1 NCO SUPPORT CHANNEL: Throughout the course, students will be assigned and evaluated at least two times (once in garrison and once in the field) in a leadership position. Responsibility for the control and discipline of the students rests with the NCO Academy Chain of Command.

- 1) **Academy** NCO Chain of Command
 - a) Commandant
 - b) Deputy Commandant
 - c) First Sergeant
 - d) Senior Small Group Leader
 - e) Small Group Leader

- 2) **Student** NCO Chain of Command
 - a) Student First Sergeant
 - b) Platoon Sergeant
 - c) Squad Leader
 - d) Team Leader

3-2 RESPONSIBILITIES: The SGLs are responsible for the overall administration, billeting, messing and processing of all students. In addition, SGLs have the responsibility of conducting squad training and rendering evaluations of the students to include making on the spot corrections and counseling.

- 1) The student leadership responsibilities include the following:
 - a) Attending all classes with their assigned small group.
 - b) Organizing the Student Company for formation.
 - c) Giving and receiving accurate accountability reports and accountability of Soldiers and weapons at all times.
 - d) Disseminating information down to the members of each team ensuring subordinate leaders are kept informed at all times.
 - e) Moving the company when directed by the training schedule.
 - f) Maintaining areas of responsibility to include billets, classrooms, and outside/common areas.
 - g) Ensuring platoon/Academy equipment is properly stored or displayed IAW Academy SOP.
 - h) Reporting violations of instructions or policies, to their SSGL or 1SG as soon as possible.
 - i) Properly briefing the new student leader when leadership positions are changed.

3-3 STUDENT FIRST SERGEANT: Students selected for this responsibility are done so based upon their academic standing, initiative, motivation, and professionalism.

- 1) In addition to the duties listed above, other responsibilities include:
 - a) Responsible for the police and orderliness of the Academy areas as a whole.
 - b) Supervises students in the dining facility and ensures that students are not loitering.
 - c) Other responsibilities as directed by the SSGL.

3-4 STUDENT PLATOON SERGEANT: The same selection criteria as prescribed for the student First Sergeant applies to the student platoon sergeants. Student platoon sergeants are assigned by the SSGLs.

- 1) In addition to the duties listed under 3-2, other responsibilities include:
 - a) Ensuring platoon members are awake at first call and preparing for formation.
 - b) Have 100% accountability of platoon members at all times.
 - c) Performs additional duties as directed by their SSGL.

3-5 STUDENT SQUAD/TEAM LEADER DUTIES: Squad Leader/Team Leader positions are assigned and evaluated by the SGL.

- 1) In addition to the duties listed under 3-2, other responsibilities include:
 - a) Keeps the student NCO Support Channel informed of squad/team members who need help with problems.
 - b) Checks each member of the squad/team at first call to ensure that they are awake and preparing for first formation.
 - c) Checks the squad/team at all formations to ensure that all members are present, and in the proper uniform.
 - d) Has 100% accountability of squad/team members at all times.
 - e) Performs additional duties as directed by cadre.
 - i) All students must ensure that tasks are accomplished according to standards, strictly adhering to instructions from the student leadership. Students performing assignments in leadership positions must ensure that they are familiar with the duties required of the position to which they are assigned.
 - ii) Full cooperation of students is required at all times. **Disobedience or failure to respond to orders issued by a student leader could result in a disciplinary release from the course.**
 - iii) The students in leadership positions must bring any disobedience or noncompliance situation to the attention of the NCOA leadership.

CHAPTER 4 ACADEMY STANDARDS AND EVALUATION

4-1 STANDARDS AND CONDUCT: The NCO Academy is dedicated to the principles of leadership by example.

- 1) **Military Courtesy:** Students will maintain the highest standards of military courtesy while at the Academy. Appropriate greetings and courtesies for passing/visiting officers and NCOs will be observed. One important exception is when classes are in progress. **Under no circumstances will a class be disrupted for the purpose of courtesy.** The priority of training takes precedence at the Academy and visitors will understand.
- 2) **Personal Appearance:** You are required to attain and maintain a high standard of appearance at all times. **Strict adherence to standards outlined in AR 670-1 and III Corps Phantom Warrior Standards Guide as the rule. There are no exceptions.**
- 3) **Honor Code:** The NCO Academy operates on the honor principle. Integrity is an accepted basic attribute of leaders. Our word (and/or signature) is our bond. Lying, cheating or stealing is not tolerated. Violation of the honor system constitutes grounds for dismissal from the course.

4-2 EVALUATIONS: Students will need to complete nine (9) Performance Evaluations and three (3) Written Examinations. If a student fails any initial examination/performance evaluation, he or she will be retested with the maximum allowable score of 70 percent. **If a student receives two failing scores (one initial and one retest) on any single evaluation, student will be dismissed.**

- 1) **PERFORMANCE EVALUATIONS:** All students must successfully complete all listed performance evaluations to meet course graduation requirements. Students may use cue cards (i.e. 3x5 cards) during the performance evaluations.
 - a) Army Physical Fitness Test (APFT & HT/WT screening)
 - b) Conduct Army Physical Readiness Training (PRT)
 - c) Conduct Squad Drill
 - d) Communicate In Writing (Award, Sworn Statement and Memorandum)
 - e) Conduct Individual Training
 - f) Oral History Briefing
 - g) Land Navigation
 - h) Army Leadership Performance Evaluation #1 (Garrison)
 - i) Army Leadership Performance Evaluation #2 (Tactical)
- 2) **WRITTEN EXAMINATIONS:** All students must successfully complete written exams to meet course graduation requirements. Students may use notes during the examinations. Students must score a minimum of 70% to receive a GO.
 - a) Written Examination I, L234 Leadership
 - b) Written Examination II, T227 Training
 - c) Written Examination III, W228 Warfighting

4-3 BILLETS INSPECTION: The billets will be inspected daily by the student leadership and SGLs.

4-4 IN-RANKS INSPECTION:

- 1) An in-ranks inspection conducted by student leadership and monitored by SGLs will be conducted daily unless otherwise directed by the training schedule.
- 2) Individual deficiencies will be noted and the student will be required to make the necessary corrections.
- 3) During inclement weather, the squad will conduct their inspection outside their assigned barracks room.

4-5 STUDENT DEVELOPMENTAL COUNSELING: The students will receive the following counseling while attending WLC:

- 1) Initial counseling. (Reception and Integration counseling). The SGL should determine whether or not a Soldier has any personal problems or outside distracters that would interfere with the student completing the course. A follow-up of this counseling will also be conducted after any test failure.
- 2) Comprehensive End-Of-Course-Developmental Counseling.
- 3) Developmental Action Plan (DAP): The SGL will consolidate and analyze student performance evaluations near the end of the course and provide students documented feedback in the form of a Developmental Action Plan. The DAP will identify the students strengths, weaknesses, and developmental needs.
- 4) Adverse or other event oriented counseling is only given if the situation warrants.

4-6 PASS PRIVILEGES: Passes are **NOT** granted by the NCO Academy!!! During training holidays/federal holidays, students may be granted Commandant's Time. **It is the responsibility of the student to report to their unit and complete all necessary paperwork to initiate and/or be granted a pass prior to the holiday weekend. In the event of a serious incident taking place due to failure to follow proper protocol, the student's chain of command will be notified, and they may be recommended for dismissal from the Warrior Leader Course. (If there are any questions concerning pass privileges for scheduled holidays do not hesitate to ask your SGL).**

***AT NO TIME will a student be granted a pass during scheduled course activities. As per the Course Management Plan, students who have missed classroom instruction that cannot be made up will be considered for dismissal at the discretion of the Commandant on a case by case basis**

4-7 ACADEMIC EVALUATION REPORT (DA FORM 1059): The Academic Evaluation Report (AER) is designed to portray the accomplishment and the leadership potential that an individual demonstrates while attending the NCO Academy. A maximum of 20% of class enrollment may have block 11a, "*Exceeded Course Standards*" annotated on their DA Form 1059. The Academy prepares the DA Form 1059 immediately prior to graduation or in conjunction with dismissal. The student must ensure that he/she has a copy of the DA Form 1059 in his/her possession prior to departing the Academy area. It is

the student's responsibility to ensure all personal data is correct on the DA Form 1059 prior to leaving the Academy area.

- 1) **EXCEEDED COURSE STANDARDS:** (*will not exceed 20% of the class enrollment*).
- 2) The following guidelines represent the minimum considerations for this rating:
 - a) Displayed superior performance, Army Values, and the Whole Soldier Concept throughout the course, and
 - b) Received a first time GO on all examinations/evaluations and has an overall academic average of 90% or higher on the combined requirements, and
 - c) Has a *SUPERIOR* rating in three or more rated "*DEMONSTRATED ABILITIES*" in block 12, DA Form 1059, and
 - d) Did not receive any adverse developmental counseling, and
 - e) Presented superior military appearance and bearing throughout the course.

***NOTE:** If more than 20% of the students exceed course standards, use student academic scores to determine standing.

- 3) **ACHIEVED COURSE STANDARDS:** For students who achieve course standards but do not meet the above criteria, the following guidelines represent the minimum considerations for this rating:
 - a) Have an academic average of 70% or higher. This includes all examinations and performance evaluations.
 - b) Have not received more than two adverse developmental counseling's (neither for the same offense-excludes counseling for academic shortcoming).
 - c) Have as a minimum, a satisfactory rating in the demonstrated abilities blocks 12b, c, and e, of the DA Form 1059 (AER).
 - d) Present satisfactory military appearance and bearing throughout the course.
- 4) **MARGINALLY ACHIEVED COURSE STANDARDS:** For students who achieve course standards and do not meet the above criteria, the following guidelines represent the minimum considerations for this rating.
 - a) Received a minimum of "*SATISFACTORY*" ratings in block 12b, c, d, and e, but required retesting on 50% or more course graduation requirements, or
 - b) Received three (3) or more adverse developmental counseling statements (excluding counseling for academic shortcomings). Refer these students to the Commandant for dismissal consideration, or
 - c) Students whose personal characteristics, behavior, attitude, conduct, or overall performance does not justify dismissal, but warrants documentation.
- 5) **FAILED TO ACHIEVE COURSE STANDARDS:**
 - a) Failed to meet any course graduation requirement, or
 - b) Dismissed from the course IAW regulatory guidance.

4-8 STUDENT STUDY HALL: Students are encouraged to attend study hall at the times listed on the training schedule to prepare for the next day of training.

- 1) The Commandant directs that only those students who fail in the categories listed below attend a 1-hour mandatory study hall as annotated on the training schedule:
 - a) Students who fail any performance/written evaluations.

4-9 ATTENDANCE: Any student who has an official or medical appointment, quarters, or any emergency that causes a student to miss **classroom instruction that cannot be made up** will be recommended for dismissal from the course. The training is critical and time does not permit the student to recover before moving on to other subject material.

CHAPTER 5 ACADEMIC AND PERFORMANCE HONORS

5-1 NCOA HONORS: Not more than 20% of enrollment, based on the criteria listed below will be selected for the academic honor roll. In addition, there are performance awards for the Leadership Board and Commandant's Challenge. These awards are discussed below. All awardees will have special notations made to their academic evaluation reports.

- 1) **Commandant's List Graduate:** These graduates will not exceed 20% of class enrollment. Placement within the top 20% is determined by GPA. This percentage includes the Distinguished Honor Graduate and Honor Graduate.
- 2) **Distinguished Honor Graduate:** This graduate must meet the following prerequisites:
 - a) All criteria for the Commandant's List graduate.
 - b) Have the highest overall academic average.
 - c) Have no adverse developmental counseling.
 - d) Must receive first-time "GOs" in all performance and leadership evaluations.
- 3) **Distinguished Leadership Graduate:**
 - a) Must be chosen by peers.
 - b) Have no adverse developmental counseling.
 - c) Must receive first-time "GOs" in all performance and leadership evaluations.
 - d) Must pass Leadership Board.
- 4) **Commandant's Challenge Awardee:**
 - a) Must be chosen by peers.
 - b) Have no adverse developmental counseling.
 - c) Must receive first-time "GOs" in all performance and leadership evaluations.
 - d) Must pass the Commandant's Challenge
- 5) **300 Club:**
 - a) **Must score 300 points on the APFT**

***NOTE:** In the event of a tie, the Student with the highest APFT score will be declared the winner. In the event the APFT scores are the same, the Commandant will establish a board or competitive exercise as a tiebreaker for these honors.

CHAPTER 6 GRADUATION

6-1 GRADUATION:

- 1) Check the III Corps and Fort Hood NCO Academy website for updated graduation information. You may also go to Building 33009, 761st Tank Battalion Avenue, Fort Hood, TX 76544 for changes to any graduation ceremony.
- 2) It is the student's responsibility to notify their unit/family/friends as to the time and place of their graduation. Students should encourage family and friends to arrive early as there are a limited number of seats.
- 3) **Students will wear their patrol caps for the graduation ceremony.** Students are not authorized to wear their Stetsons or any headgear other than the patrol cap for this ceremony.

III CORPS AND FORT HOOD

NCO ACADEMY

ANNEX A



WARRIOR LEADER COURSE

STUDENT PACKING LIST

(As of: October 2013)

III CORPS AND FORT HOOD

NCO ACADEMY

ANNEX B



WARRIOR LEADER COURSE

IMPORTANT INFORMATION (NOTES)

(As of: October 2013)

ANNEX B

IMPORTANT INFORMATION - (NOTES):

1. Only authorized, clean and serviceable equipment IAW AR 670-1 and AR 710-2 will be accepted.
2. Students will have 72 hours from the time of enrollment to obtain all packing list items (in serviceable condition); failure to do so will result in dismissal from the course.
3. Weapon Drop and Pick-up
 - a) Sponsors of students (assigned to Fort Hood) will drop off the students assigned weapon (M16/M4 rifle) at 1230 hours on Day 0. TDY students will be assigned a M16 rifle by the NCO Academy armsroom NCOIC on Day 0.
 - b) Sponsors of students (assigned to Fort Hood) will pick-up the students assigned weapon at 1230 hours on Day 21 of the cycle (the day before graduation).
 - c) These drop off and pick-up times will remain in effect unless otherwise directed by the NCO Academy Commandant.
 - d) Weapons must be stripped, i.e. no ACOG, M68, PAC-4/PEQ-15 lasers, scopes, bipods, etc. (sling is authorized).
4. ID card must be current with working PIN for computer login/access. Student must also have a copy of their certificate for each of the following online IA training:
 - a) Annual DoD Cyber Awareness Challenge (<https://ia.signal.army.mil>)
 - b) WNSF - Portable Electronic Devices and removable storage media v2.0 (<https://iatraining.us.army.mil>)
 - c) WNSF - Safe Home Computing
 - d) WNSF - Personally Identifiable Information (PII) v1.0
 - e) Verify with your unit S6 shop that your account is current and (not disabled) prior to attending school.

If you have any further questions contact your unit S6 shop.

5. All cold weather items listed on the packing list are only necessary during cold weather months from 1 November – 1 April.
6. No court, tennis, or basketball shoes are authorized for use with the IPFU.
7. A current ERB (within 30 days of enrollment day) needs to be attached to the Enrollment Packet. **Soldiers over 30 years of age must have a physical not more than 5 years old.** Again, effective 1 APR 2013, Structured Self Development 1 (SSD 1) will be an enrollment requirement. A copy of the ATRRS transcript indicating completion must be attached as well. ***(See sample packet in Student Guide).**
8. Student must possess a valid meal card or DD Form 1610 for TDY Soldiers.
9. Any student on a profile must have a copy of their profile on their person at all times. This is especially important on the day of enrollment; students who do not have a copy of their profile will not be enrolled until they obtain a copy from their unit or health care provider.

ADDITIONAL NOTES:

1. Since re-establishment of land navigation as a course graduation requirement many students come unprepared. Although you will receive a lengthy block of instruction, it would benefit you to learn and practice basic map reading/land navigation skills. **Students are highly encouraged to review map reading/land navigation basics prior to attending the course.**
2. Students **are required** to stay overnight in the NCO Academy barracks on days prior to major training events. This has been posted to allow students to plan accordingly, i.e., childcare, pet care, and etcetera. **Below is a list of the three major training events to include the cycle days in which students are required to stay in the barracks:**
 - a. Stay in barracks on Day 1 – APFT event conducted on Day 2
 - b. Stay in barracks on Day 12 – Land Navigation event conducted on Day 13
 - c. Stay in barracks on Day 18 – STX event conducted Day 19-21 (**Note:** Students will only be required to stay in the barracks the night prior to the first day of STX, unless directed otherwise by the Commandant early in the cycle).

III CORPS AND FORT HOOD

NCO ACADEMY

ANNEX C



WARRIOR LEADER COURSE

SAMPLE STUDENT PACKET

(As of: October 2013)

DEPARTMENT OF THE ARMY
K CO. 159TH AVN 3RD ID
FORT HOOD, TEXAS 76544



IADA-LD

01 January 2012

MEMORANDUM FOR Commandant, III Corps NCO Academy, Fort Hood, TX 76544

SUBJECT: Warrior Leader Course

1. Request that the following Soldier attend the Warrior Leader Course, class # 01-10 , from: 01 February 2012 though: 28 February 2010

RANK: SGT

NAME: Snuffy, Joe

SSN: 000-00-0000

DATE OF RANK: 1 FEB 2008

MOS: 15T

UNIT: K Co. 159th AVN

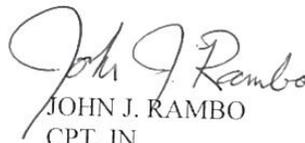
MSC: 3rd ID

SEC CLEARANCE: NO

GENDER: M

AKO ADDRESS: joe.snuffy@us.army.mil

2. POC for this memorandum is the undersigned at 287-5555.


JOHN J. RAMBO
CPT. IN
COMMANDING

ENLISTED RECORD BRIEF

BRIEF DATE 20110204		NAME SNUFFY, JOSEPH		RANK - DOR SPC		PMOS 42A		SSN XXX-XX-XXXX		COMPONENT REGULAR	
SECTION I - Assignment Information				SECTION II - Security Data				SECTION III - Service Data			
OS/Deployment		Combat Duty		PSI Status		SECRET		Fid Det		PS Stat	
#S - 2		#M - 1		NONE		19960131		NONE		NONE	
Start-End Date		CT / MOTS		PSI Invest INIT		19960131		PSI Invest Compl		20100726	
20009208-20060217		AF 13 1 C		20100726		20100726		20100726		20100726	
20030324-20040323		KU 12 1 C		20100726		20100726		20100726		20100726	
19990807-20010605		HU 22 1 L		20100726		20100726		20100726		20100726	
19970105-19970704		PM 6 2 O		20100726		20100726		20100726		20100726	
19970105-19970704		R 10 0		20100726		20100726		20100726		20100726	
Dwell Time		DEROS		Language		Read		Listen		Speak	
Start		20060217		Language		Read		Listen		Speak	
Month - Days		60 Mo 14 Days		Language		Read		Listen		Speak	
Date Dependents Arrived OS		20070601		Language		Read		Listen		Speak	
PMOS		42A		Language		Read		Listen		Speak	
SMOS		42A		Language		Read		Listen		Speak	
Bonus MOS		42A		Language		Read		Listen		Speak	
Promotion Points/YRMO		350		Language		Read		Listen		Speak	
Prev Promotion Points/YRMO		991003		Language		Read		Listen		Speak	
Prom Seq#		From Select Dt		Language		Read		Listen		Speak	
Promotion MOS		42A2		Language		Read		Listen		Speak	
ASVAB		Test # / Dt		Language		Read		Listen		Speak	
GT 103		ELEC 85		Language		Read		Listen		Speak	
ADMIN 95		FA 94		Language		Read		Listen		Speak	
CMBT 97		MECH 87		Language		Read		Listen		Speak	
Delay Separation Reason		W/20111		Language		Read		Listen		Speak	
AEA / Dt		Flag Start Dt		Language		Read		Listen		Speak	
Flag Code		Flag Expiration Dt		Language		Read		Listen		Speak	
Date of Loss		Date of Last PCS		Language		Read		Listen		Speak	
ASGT		FROM		Language		Read		Listen		Speak	
PROJ		MO UNIT		Language		Read		Listen		Speak	
Current		20100719		Language		Read		Listen		Speak	
1st Prev		20090923		Language		Read		Listen		Speak	
2nd Prev		20090113		Language		Read		Listen		Speak	
3rd Prev		20080901		Language		Read		Listen		Speak	
4th Prev		20081107		Language		Read		Listen		Speak	
5th Prev		20080327		Language		Read		Listen		Speak	
6th Prev		20080327		Language		Read		Listen		Speak	
7th Prev		20080327		Language		Read		Listen		Speak	
8th Prev		20080327		Language		Read		Listen		Speak	
9th Prev		20080327		Language		Read		Listen		Speak	
10th Prev		20080327		Language		Read		Listen		Speak	
11th Prev		20080327		Language		Read		Listen		Speak	
12th Prev		20080327		Language		Read		Listen		Speak	
13th Prev		20080327		Language		Read		Listen		Speak	
14th Prev		20080327		Language		Read		Listen		Speak	
15th Prev		20080327		Language		Read		Listen		Speak	
16th Prev		20080327		Language		Read		Listen		Speak	
17th Prev		20080327		Language		Read		Listen		Speak	
18th Prev		20080327		Language		Read		Listen		Speak	
19th Prev		20080327		Language		Read		Listen		Speak	
20th Prev		20080327		Language		Read		Listen		Speak	
21st Prev		20080327		Language		Read		Listen		Speak	
22nd Prev		20080327		Language		Read		Listen		Speak	
23rd Prev		20080327		Language		Read		Listen		Speak	
24th Prev		20080327		Language		Read		Listen		Speak	

Within 30 days of attendance

Student must have a current physical exam (within last 5 years)

Soldier cannot Attend WLC if flagged

For further information See Annex B of this guide

**THE ARMY SCHOOL SYSTEM (TASS)
UNIT PRE-EXECUTION CHECKLIST**

(FOR USE OF THIS FORM SEE TRADOC REG 350-18; PROPONENT IS DCSOPS&T, TASSD)

Please print or type.

1. NAME: Snuffy, Joe

2. UNIT: K. CO. 159TH AVN 3RD ID

3. DOR: 01 Feb 08

4. COURSE TITLE: WARRIOR LEADER COURSE

5. REPORT DATE: 10 FEB 08

First line leader's initials	Soldier's initials	PART I - UNIT PRE-EXECUTION (D-90 to D-1)
JR	JS	Coordination between customer unit and TASS unit to identify the Soldier by name?
JR	JS	Soldier in receipt of school/course information?
JR	JS	Read ahead packets/prerequisite testing complete? (If applicable.)
JR	JS	All required clothing/equipment IAW school/course information packet?
JR	JS	Soldier demonstrated physical fitness requirement on diagnostic test administered within 30 days of scheduled departure for school? (As required.)
JR	JS	Soldier meets standards of AR 600-9?
JR	JS	Transportation requirements completed?
JR	JS	Adequate cash/traveler checks/Government Credit Card?
JR	JS	Individual orders received?
JR	JS	Individual has current periodic physical (within 5 years)?
JR	JS	Individual meets remaining TIS requirements? _____
JR	JS	School mailing address/telephone numbers received? (For family.)
JR	JS	Ten (10) copies of orders?
JR	JS	Transportation verified/approved (ticket picked up)?
JR	JS	Current/valid identification card?
JR	JS	ID tags (1 pair)?
JR	JS	If applicable: Soldier requiring corrective lenses has a set of military prescription eyeglasses and protective mask inserts?
JR	JS	Notify soldier of requirement to take APFT and be weighed, as required?

Unit POC List:

CDR: B: (123) 555-0111 H: ()

1SG: B: (123) 555-0011 H: ()

FTM: B: () H: ()

Unit POC FAX: (123) 555-0001

Unit POC E-mail: JANE.SNAIL@US.ARMY.MIL

PART II - ROUTINE PREREQUISITES

TASK	REGULATION DATA					SOLDIER DATA						
	CO	CL	FA	GM	MM	CO	CL	FA	GM	MM		
Minimum Aptitude Score (ASVAB) (if applicable)	95	95	95	95	94	95	96	96	97	98		
	OF	EL	SC	ST	GT	OF	EL	SC	ST	GT		
Color vision requirements (if applicable)	96	94	95	96	97	95	94	96	97	98		
Physical demand rating/profile (PULHES)	P	U	L	H	E	S	P	U	L	H	E	S
*See Part III for P/T profiles	1	1	1	1	1	1	1	1	1	1	1	1

Prerequisite phase/course attendance (if applicable): _____ School code _____ Date of completion _____ Course completed _____ Phase completed _____

Military and civilian vehicle operator license(s) (if applicable):
 Military license number: S0123 Expiration date: 01 MAR 12
 Civilian license number: 12345678 Expiration date: 01 MAR 12 State: TX

PART III - REQUIRED DOCUMENTS

- Security clearance (if applicable, attach as required)
- *Permanent profile attendees (if applicable): AC & AGR must have copy of MRB (P3, P4) results with completed DA Form 3349 (must include Army doctor-approved alternate aerobic event for APFT). TPU/Traditional Guardsmen must have copy of completed DA Form 3349 (must include Army doctor-approved alternate aerobic event for APFT).
- All required waivers (if applicable)
- Other requirements (if applicable)
- OTHER REQUIREMENTS OF DA PAM 611-21 NOT PREVIOUSLY LISTED:**
- Other requirements (if applicable)

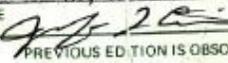
I have been counseled and have read all requirements applicable to the course I'm selected to attend. Attendance at this course and class will not pose any known hardship on me and/or my family that would detract from or prevent my successful completion of course requirements.

Student's Signature: *Joe Shuffly* **Date:** Within 30 days

I have reviewed the above soldier's qualifications and potential to successfully complete this course, counseled them on these requirements, and hereby verify their readiness to attend.

Commanding Officer (typed name): JOHN J. RAMBO CPT, IN, COMMANDING **Date:** Within 30 days

Signature: *John J Rambo*

MEAL CARD		CARD NO.	5421673
NAME (Last, first, MI) Snuffv. Joe			
I have read and understand the instructions on reverse side SIGNATURE			
SSN OR BADGE NO. 123-45-6789		DATE ISSUED (YYMMDD) 20080211	
AUTHORIZING OFFICIAL	TYPED NAME, GRADE, TITLE, AND ORGANIZATION Rambo, John J		
	SIGNATURE 		
DD FORM 714 81 OCT		PREVIOUS EDITION IS OBSOLETE	

OR A DD FORM 1610 IF IN TDY STATUS

Army Physical Fitness Test Scorecard

For use of this form, see TC 3-22.20; the proponent agency is TRADOC.

NAME (Last, First, MI)

Snuffy, Joe A.

GENDER

Male

UNIT

HQ BTRY, 2-6 ADA

TEST ONE				TEST TWO				TEST THREE				TEST FOUR			
DATE	GRADE	AGE		DATE	GRADE	AGE		DATE	GRADE	AGE		DATE	GRADE	AGE	
69	E-4	30													
HEIGHT (IN INCHES)				HEIGHT (IN INCHES)				HEIGHT (IN INCHES)				HEIGHT (IN INCHES)			
69															
BODY COMPOSITION				BODY COMPOSITION				BODY COMPOSITION				BODY COMPOSITION			
WEIGHT: 160 lbs				WEIGHT: lbs				WEIGHT: lbs				WEIGHT: lbs			
GO / NO-GO <input checked="" type="checkbox"/> / <input type="checkbox"/>				GO / NO-GO <input type="checkbox"/> / <input type="checkbox"/>				GO / NO-GO <input type="checkbox"/> / <input type="checkbox"/>				GO / NO-GO <input type="checkbox"/> / <input type="checkbox"/>			
BODY FAT: %				BODY FAT: %				BODY FAT: %				BODY FAT: %			
GO / NO-GO <input type="checkbox"/> / <input type="checkbox"/>				GO / NO-GO <input type="checkbox"/> / <input type="checkbox"/>				GO / NO-GO <input type="checkbox"/> / <input type="checkbox"/>				GO / NO-GO <input type="checkbox"/> / <input type="checkbox"/>			
PU RAW SCORE				PU RAW SCORE				PU RAW SCORE				PU RAW SCORE			
60				82				POINTS				POINTS			
INITIALS				POINTS				POINTS				POINTS			
JM				82				POINTS				POINTS			
SU RAW SCORE				SU RAW SCORE				SU RAW SCORE				SU RAW SCORE			
65				82				POINTS				POINTS			
INITIALS				POINTS				POINTS				POINTS			
JM				92				POINTS				POINTS			
2MR RAW SCORE				2MR RAW SCORE				2MR RAW SCORE				2MR RAW SCORE			
1400				92				POINTS				POINTS			
INITIALS				POINTS				POINTS				POINTS			
JM				TOTAL POINTS				TOTAL POINTS				TOTAL POINTS			
ALTERNATE AEROBIC EVENT				ALTERNATE AEROBIC EVENT				ALTERNATE AEROBIC EVENT				ALTERNATE AEROBIC EVENT			
TIME				TIME				TIME				TIME			
GO <input type="checkbox"/> NO-GO <input type="checkbox"/>				GO <input type="checkbox"/> NO-GO <input type="checkbox"/>				GO <input type="checkbox"/> NO-GO <input type="checkbox"/>				GO <input type="checkbox"/> NO-GO <input type="checkbox"/>			
256				256				256				256			
NCOIC/OIC SIGNATURE				NCOIC/OIC SIGNATURE				NCOIC/OIC SIGNATURE				NCOIC/OIC SIGNATURE			
MARTINEZ, JASON ALLEN.11882852				MARTINEZ, JASON ALLEN.11882852				MARTINEZ, JASON ALLEN.11882852				MARTINEZ, JASON ALLEN.11882852			
COMMENTS				COMMENTS				COMMENTS				COMMENTS			
Must be within 30 days of enrollment date															

SPECIAL INSTRUCTION: USE INK

LEGEND: PU - PUSH UPS

SU - SIT UPS

2MR - 2 MILE RUN

APFT - ARMY PHYSICAL FITNESS TEST

DA FORM 705, MAY 2010

PREVIOUS EDITIONS ARE OBSOLETE.

APD PE v1.00ES

M

TAB

TAB

TAB

TAB

BODY FAT CONTENT WORKSHEET - (Female)

For use of this form, see AR 600-9; the proponent agency is DCS, G-1.

NAME (Last, First, Middle Initial) SNUFFY, JOSEPHINE		RANK SPC		NOTE: 1/4" = .25 1/2" = .50 3/4" = .75
HEIGHT (to nearest 0.50 inch) 64.00		WEIGHT (to nearest pound) 155		
		AGE 30		
STEP	FIRST	SECOND	THIRD	AVERAGE <small>(to nearest 0.50 in.)</small>
1. Measure neck just below level of larynx (<i>Adam's apple</i>) up to nearest 0.50 inch. Repeat three times, then average.	14.00	14.00	14.00	14.00
2. Measure waist (<i>abdomen</i>) at the point of minimal abdominal circumference. Round down to the nearest 0.50 inch. Repeat three times, then average.	30.00	30.00	30.00	30.00
3. Measure hips at point where the gluteus muscles (buttocks) protrude backward the most. Round down to nearest 0.50 inch. Repeat three times, then average.	39.00	39.00	39.00	39.00
4. CALCULATIONS		REMARKS Authorized Body Fat % <u>34.00%</u> Over/Under <u>-5.00%</u> NOTE: Must be within 30 days of enrollment		
A. Enter average waist circumference	30.00			
B. Enter average hip circumference	39.00			
C. TOTAL (4A + 4B)	69.00			
D. Enter average neck circumference	14.00			
E. Enter circumference value (4C - 4D)	55.00			
F. Find the height in Table 3-1 (<i>Height Factor</i>). Enter height in inches.	64.00			
G. Find the Soldier's circumference value (line 4E) and height (line 4F) in Figure B-6 (<i>Percentage Fat Estimation for Women</i>). Enter the body fat value that intercepts with the circumference value and height. This is the Soldier's Percent Body Fat.	29.00			

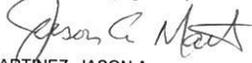
CHECK ONE

Individual is in compliance with Army Standards;

is not in compliance with the standards

Recommended monthly weight loss is 3-8 lbs.

PREPARED BY (Signature)


 MARTINEZ, JASON A.

RANK

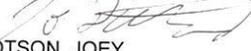
SFC

DATE (YYYYMMDD)

See note

APPROVED BY SUPERVISOR

(Printed Name and Signature)


 DOTSON, JOEY

RANK

SFC

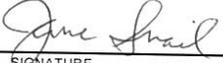
DATE (YYYYMMDD)

See note

DA FORM 5501, JUL 2010

Previous Editions are Obsolete

APD PE v1.00ES

PHYSICAL PROFILE													
For use of this form, see AR 40-501; the proponent agency is the Office of the Surgeon General.													
1. MEDICAL CONDITION: (Description in lay terminology) <input checked="" type="checkbox"/> INJURY? Or <input type="checkbox"/> ILLNESS/DISEASE?			2. CODES (Table 7-2 AR 40-501)		3.			P	U	L	H	E	S
Back Pain					Temporary								
					Permanent			I	I	2	I	I	I
4. PROFILE TYPE										YES	NO		
a. TEMPORARY PROFILE (Expiration date YYYYMMDD) (Limited to 3 months duration)										<input type="checkbox"/>	<input checked="" type="checkbox"/>		
b. PERMANENT PROFILE (Reviewed and validated with every periodic health assessment or after 5 years from the date of issue)										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
5. FUNCTIONAL ACTIVITIES THAT EVERY SOLDIER REGARDLESS OF MOS MUST BE ABLE TO PERFORM. IF SOLDIER CANNOT PERFORM ANY ONE OF THESE TASKS, THEN THE PULHES MUST CONTAIN AT LEAST ONE "3" AND SOLDIER MUST BE REFERRED TO A MEB. CAN THE SOLDIER:										FUNCTIONAL ACTIVITY:			
a. Carry and fire individual assigned weapon?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
b. Evade direct and indirect fire?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
c. Ride in a military vehicle for at least 12 hours per day?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
d. Wear a helmet for at least 12 hours per day?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
e. Wear body armor for at least 12 hours per day?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
f. Wear load bearing equipment (LBE) for at least 12 hours per day?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
g. Wear military boots and uniform for at least 12 hours per day?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
h. Wear protective mask and MOPP 4 for at least 2 continuous hours per day?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
i. Move 40lbs (for example, duffle bag) while wearing usual protective gear (helmet, weapon, body armor and LBE) at least 100 yards?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
j. Live in an austere environment without worsening the medical condition?										<input checked="" type="checkbox"/>	<input type="checkbox"/>		
6. APFT			YES	NO	ALTERNATE APFT (Fill out if unable to do APFT run otherwise N/A)			N/A	YES	NO			
2 MILE RUN			<input type="checkbox"/>	<input checked="" type="checkbox"/>	APFT WALK			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
APFT SIT-UPS			<input checked="" type="checkbox"/>	<input type="checkbox"/>	APFT SWIM			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
APFT PUSH UPS			<input checked="" type="checkbox"/>	<input type="checkbox"/>	APFT BIKE			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
7. DOES THE SOLDIER MEET RETENTION STANDARDS IAW CHAPTER 3 AR 40-501?													
YES <input type="checkbox"/> NEEDS MMRB					NO <input type="checkbox"/> NEEDS MEB								
8. FUNCTIONAL LIMITATIONS AND CAPABILITIES AND OTHER COMMENTS:													
Marching at own pace and distance.													
Undergoing treatment													
<input type="checkbox"/> This temporary profile is an extension of a temporary profile first issued on _____													
9. NAME, GRADE & TITLE OF PROFILING OFFICER					10. SIGNATURE			11. DATE (YYYYMMDD)					
Jane Snail, CPT, DO								2012 01 01					
12. NAME & GRADE OF APPROVING AUTHORITY					13. SIGNATURE			14. DATE (YYYYMMDD)					
John J. Rambo, CPT, IN, Commanding								2012 01 01					
15. Commanders can access the electronic profiles of Soldiers in their unit(s) by going to http://www.mods.army.mil/ and clicking on eProfile in the list of applications. Commanders will be required to register and be approved in eProfile before they can gain access to profiles.													
16. PATIENT'S IDENTIFICATION					17. HOSPITAL OR MEDICAL FACILITY								
a. NAME: (Last, First) Snuffy, Joe					FMRC								
b. GRADE/RANK: E-5/SGT													
c. SSN: 123456789													
d. UNIT: K Co., 159th AVN, 3rd ID					18. PROFILING OFFICER E-MAIL								
					jane.snail@us.army.mil								

WARRIOR LEADER COURSE

STUDENT PACKING LIST (SAMPLE)

Item	REQ	Student Initials	Leader Initials	Item	REQ	Student Initials	Leader Initials
1 Bag, Duffel	1	DS	PP	41 Undershirt, CW (Note 5)	1	DS	PP
2 Rucksack, (complete w/straps)	1	DS	PP	42 Towel, Bath, Brown	2	DS	PP
3 Lock (key or combination)	1	DS	PP	43 Washcloth, Brown	2	DS	PP
4 Bag, Barracks	2	DS	PP	44 Shoes, Shower	1 pr	DS	PP
5 Bag, Waterproof	1	DS	PP	45 Personal Hygiene Kit	1	DS	PP
6 Helmet, Advanced Combat	1	DS	PP	46 IPFU Jacket	1	DS	PP
7 Cover, Helmet w/rank	1	DS	PP	47 IPFU Pants	1	DS	PP
8 Bank, Helmet w/last name	1	DS	PP	48 IPFU Shirt, Short sleeve	2	DS	PP
9 LBV/LCE complete w/2 canteens	1	DS	PP	49 IPFU Shirt, Long sleeve	2	DS	PP
10 First Aid Kit (IFAK)	1	DS	PP	50 IPFU Shorts	2	DS	PP
11 Hydration system (Camelbak)	1	DS	PP	51 Socks, White, Athletic	5 pr	DS	PP
12 Individual Weapon (M16/M4) (Note 3)	1	DS	PP	52 Shoes, Running (Note 6)	1 pr	DS	PP
13 Magazine, 30 rnd, 5.56mm	7	DS	PP	53 Reflective Belt, Yellow	1	DS	PP
14 Pouch, three-magazine capacity	2	DS	PP	54 PT Cap, Grey Fleece	1	DS	PP
15 Weapon Cleaning Kit	1	DS	PP	55 Pad, Sleeping	1	DS	PP
16 Weapon, Blank Firing Adapter (BFA)	1	DS	PP	56 Gloves, Leather Utility w/Inserts	1	DS	PP
17 Parka, Wet Weather	1	DS	PP	57 Beret, Black w/flash and unit insignia	1	DS	PP
18 Trousers, Wet Weather	1	DS	PP	58 ASU or Class A Uniform complete	1	DS	PP
19 Poncho	1	DS	PP	59 Alarm Clock	1	DS	PP
20 Cap, Patrol	2	DS	PP	60 Detergent, Laundry (Liquid only)	1	DS	PP
21 Shirt, ACU	4	DS	PP	61 Extra personal hygiene items	1	DS	PP
22 Trousers, ACU	4	DS	PP	62 Compass, Lensatic	1	DS	PP
23 Undershirt, Tan	7	DS	PP	63 Protractor, Map	1	DS	PP
24 Socks, Cushion Sole (Green or Black)	7 pr	DS	PP	64 Neck Gator	1	DS	PP
25 Boots, Tan	2 pr	DS	PP	65 STP 21-1 SMCT Book	1	DS	PP
26 Belt, Trousers	1	DS	PP	66 Pencils, Mechanical	2	DS	PP
27 ID Tags w/long and short chain	1 set	DS	PP	67 Pens, Black ink	2	DS	PP
28 Extra Name Tape, Rank, Flag, Patches	2 ea	DS	PP	68 Index cards, 3x5 inch	1 pkg	DS	PP
29 ID Card (Note 4)	1	DS	PP	69 550 Cord (5 ft)	1	DS	PP
30 Eye Protection, Ballistic Clear lens	1	DS	PP	70 Hanger, Clothes	12	DS	PP
31 Eye Protection, Ballistic Tinted lens	1	DS	PP	71 ERB & Other documents (Note 7)	1	DS	PP
32 Ear Plugs w/case	1	DS	PP	72 Meal Card (Note 8)	1	DS	PP
33 Knee and Elbow Pads	1 pr	DS	PP				
34 Assault Pack	1	DS	PP				
35 Whistle	1	DS	PP				
36 Flashlight w/batteries	1	DS	PP				
37 Wrist Watch	1	DS	PP				
38 Jacket, Gortex (Note 5)	1	DS	PP				
39 Drawers, CW (Note 5)	1	DS	PP				
40 Undershirt, CW (Note 5)	2	DS	PP				

Joe Snuffy
Student Signature

Pete Piccolo
First Line Supervisor Signature

Adam Hulka
ISG Signature

STUDENT

RANK: SGT LAST NAME: Snuffy FIRST NAME: Joe UNIT: K Co, 229 Avn, 31D

*See Annex B for Notes

"The Link To A Trained
And Ready Force"



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Expand All Collapse All View: Page 13 of 19 Pages Go to Page 13

Cancel	FY	SCH	CRS	Phase	CLS	Reservation Status	Input Status	Output Status	Reason	Certificate
<input type="checkbox"/>	NA	2011	562	OPER	10148	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	FIN	02011	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	FIN	02012	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	FIN	02013	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	FIN	02014	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	FIN	02015	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	FIN	02016	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	FIN	02017	001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	400S	1-250-C49-1	(DL)	401	R-VALID RESERVATION	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
Title: STRUCTURED SELF-DEVELOPMENT - LEVEL 1										
Report Date: 01 Jun 2011 Start Date: 01 Jun 2011 End Date: 14 Jun 2012										
<input type="checkbox"/>	NA	2011	562	CS_CTNT_A05_IT_ENUS		001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	250733_ENG		001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	250773_ENG		001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	250908_ENG		001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>
<input type="checkbox"/>	NA	2011	562	250918_ENG		001	I-NEW INPUT	G - GRADUATE, SUCCESSFULLY COMPLETED CLASS		<input type="checkbox"/>