



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY NONCOMMISSIONED OFFICER ACADEMY FORT DIX
BUILDING 5508 MEMPHIS AVENUE
JOINT BASE MCGUIRE-DIX-LAKEHURST, NJ 08640-7226

AFRC-RTC-NDD

21 April 2015

MEMORANDUM FOR Students Attending Warrior Leader Course (WLC), United States Noncommissioned Officer Academy Fort Dix, Joint Base McGuire-Dix-Lakehurst, New Jersey, 08640

SUBJECT: Individual Student Assessment Plan (ISAP) for the Warrior Leader Course (WLC), Course Number 600-C44

1. References:

- a. Army Regulation AR 350-1, Army Training and Leader Development, dated 19 August 2014.
- b. TRADOC Regulation 350-18, The Army School System, dated 21 July 2010.
- c. TRADOC Regulation 350-10, Institutional Leader Training and Education dated 12 August 2002.
- d. U.S. Army Sergeants Major Academy Course Management Plan (CMP) Warrior Leader Course Active Component (AC) 22 DAY, dated 7 January 2014.
- e. Army Regulation 600-8-22, Military Awards, dated 24 June 2013.
- f. SECARMY Memorandum Subject: Army Directive 2012-20 (Physical Fitness and Height and Weight Requirements for Professional Military Education, dated 17 September, 2012)

2. Course Structure

WLC is a branch immaterial course, taught at US NCO Academy Fort Dix (NCOA) in a resident institutional design (within local constraints), using classroom instruction with practical application, followed by hands-on performance-oriented training that culminates in an extensive situational training exercise (STX). Small group leaders/Senior Small Group Leaders (SGL/SSGL) will assess your leadership potential and evaluate your ability to apply the lessons you learned in the course while you lead Soldiers in a garrison and tactical environment.

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3. Course Graduation Requirements

a. As a student you must score 70 percent or higher on the following graduation requirements:

- (1) Conduct Army Physical Readiness Training
- (2) Conduct Individual Training
- (3) Conduct Squad Drill
- (4) Communicate in Writing
- (5) Oral History Briefing
- (6) Two demonstrated Leadership Evaluations (garrison and tactical environment)
- (7) Leadership Exam
- (8) Training Exam
- (9) War fighting Exam
- (10) Land Navigation Evaluation (75%)

b. You must pass the APFT and meet the Height/Weight requirements.

c. The NCOA will arrange for all students to take the APFT and screen for Height/Weight requirements and allow for one retest. Students who fail to pass a final APFT or meet Height/Weight standards will be dismissed from WLC.

(Ref: AR 350-1; TR 350-18; TR 350-10; and WLC CMP), and SECARMY Memorandum Subject: Army Directive 2012-20 (Physical Fitness and Height and Weight Requirements for Professional Military Education, dated 17 September, 2012).

4. Re-test Procedures

a. If you fail any initial examination/performance evaluation, you will receive counseling, remedial training and retest. No remedial training will be provided for the APFT or height/weight.

b. Regardless of your actual grade point achieved on any retest, the maximum allowable credit is 70 percent. However, the retest score will be recorded in the record (student) to establish the level of proficiency attained.

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c. The NCOA will automatically remove any student from class honors consideration should a retest be required.

d. When a student receives two failing scores (one initial test and one re-test) on any single exam, the Commandant must dismiss the student. Failing the initial APFT or initial height and weight screening will also disqualify the student for any academic honors.

5. Student Developmental Counseling Requirements

a. Developmental counseling is a means of assisting and developing students and subordinates. Your SGL/SSGL will counsel you in regards to:

- (1) Negative and positive performance
- (2) Working as a team member
- (3) Attaining required standards
- (4) Setting personal and professional goals
- (5) Resolving personal problems
- (6) Conducting self-assessments

(Ref: TR 350-10, Chap 2, para 2-7g; TR 350-18, Chap 3, para 3-29; and ADRP 6-22)

6. Student Recognition

a. NCOA will present all students meeting course graduation requirements a proponent training diploma.

b. The Commandant will recognize the following graduates:

- (1) Distinguished honor graduate (15 promotion points)
- (2) Distinguished leadership award (10 promotion points)
- (3) Commandant's list (5 promotion points)

c. The Commandants Iron Soldier Award will be presented to the student who obtains the highest APFT score, to include an extended scale if required. The student will have made a minimum score of 270, with a minimum of 90 points per event on the Army Physical Fitness Test (APFT) and meet the body composition standards.

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(Ref: TR 350-18, Chap 3, para 3-30; and TR 350-10, Chap 2, para 2-7g (4), AR 600-8-2, para 8-22)

7. Student Appeals Process

a. The Course Manager will advise the student that appeals are submitted within two training days following receipt of written notification of the dismissal action. Students must submit appeals to the Academy Commandant.

b. The student will acknowledge, by endorsement, receipt of the written notification of dismissal action. The endorsement must indicate the student's intent to appeal the dismissal action IAW AR 350-1, para 3-18e (2).

(1) Appeals are forwarded to the Commandant who will refer the proposed action and the appeal to an unbiased/neutral party (Command Sergeant Major for NCOES or Colonel for all other training courses) to determine sufficiency of the dismissal decision. All appeal actions will become part of the student's case file. The Commandant will make final decision on dismissals along with the unbiased/neutral party's recommendation.

(2) Students who elect to appeal will remain actively enrolled in the course pending disposition of their appeal, provided there are at least three training days remaining for the course/phase.

c. Students who elect to appeal and have less than three training days left will return to their units for disposition, if unable to resolve given time constraint. If the disposition is favorable, they may return to the next available class at the point of their dismissal to the same school or transfer to another school IAW TR 350-18, para 3-30, to complete remaining graduation requirements. The Commandant will provide the complete Student Academic Record to the school conducting training, while maintaining a copy in their files IAW TR 350-18, para 3-30.

d. All appeals will be processed IAW AR 350-1. If a student fails to meet course standards for motivational, disciplinary, or academic reason and the reasons are well documented to sustain dismissal action, the following process will be initiated:

(1) The Commandant notifies the student in writing of the proposed action, consequences of dismissal, and the right to appeal.

(2) All appeals will be processed IAW AR 350-1, chapter 3, para 3-15 e.

e. The student will provide a memorandum acknowledging his or her dismissal notice was received. The endorsement will indicate the student's intent with regard to the appeal.

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f. The appeal is then reviewed by a Judge Advocate prior to final action by the Commandant. All appeal actions will become part of the student's file.

g. Students who elect to appeal will remain actively involved in the course, pending disposition of their appeals. However, as an exception to this policy, any Student who is disrupting the normal day-to-day operations of the course will be released immediately. Individuals dismissed for disciplinary reasons, lack of motivation, or failure to master tasks at sufficient speed to meet course training objectives, will have the matter recorded on their DA Form 1059 IAW AR 623-3.

h. Any student removed from the class while awaiting disposition of the appeal is then assigned to the Academy First Sergeant for accountability during the remainder of stay at the academy.

i. Upon receipt of the appeal decision by the Commandant the student acknowledges, via memorandum the receipt of the decision. The memorandum may either be in person, if still present, or via certified mail sent to the student's home address if they have departed.

j. Denied appeals will be processed IAW procedures identified in paragraph 1-14. This means that a memorandum will be sent to the student's Commander, through the first General Officer, notifying them of the disenrollment. Enclosed with the memorandum are DA Form 1059, reflecting "fail" and reason, and referred memorandum.

8. Student Academic Dismissal

a. The Commandant may remove students from WLC before course completion for any one or a combination of the following:

(1) Academic deficiencies or disciplinary reasons

(2) Lack of motivation (apathy)

(3) Illness, injury, compassionate, or other reasons beyond the student's control (made without prejudice and requires a written notice informing the unit that the Soldier may reenroll as soon as the reason for disenrollment or dismissal is overcome).

b. The Commandant will execute dismissal proceedings for a student who has missed classroom instruction which cannot be made up on a case-by-case basis. Soldiers must meet graduation requirements as prescribed in paragraph 3 of this memorandum.

(Ref: AR 350-1, Chap 3, para 15)

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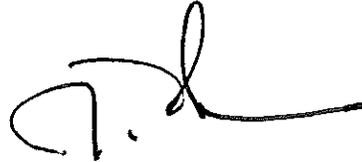
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9. End of Course Critique

a. Each student must complete and submit an end-of-course critique (EOCC) questionnaire for this course.

(Ref: CMP Chap 2, p 2-4, and Appendix D)

10. The POC for this ISAP is the course manager at 609-562- 0511 (office) and 609-850-9318

A handwritten signature in black ink, appearing to read 'J. McKean', with a stylized flourish extending to the right.

Jeremy R. McKean
SGM, USA
Deputy Commandant