



DEPARTMENT OF THE ARMY
NONCOMMISSIONED OFFICER ACADEMY FORT MCCOY
1361 SOUTH O STREET
FORT MCCOY, WI 54656-5127

FRTV-FKN-MCM

30 April 2026

MEMORANDUM FOR Students Attending Basic Leader Course (BLC), United States Army Noncommissioned Officer Academy (NCOA) Fort McCoy

SUBJECT: Welcome Letter – Resident BLC Class 001-26

1. References. Basic Leader Course (600-C44) Course Management Plan (CMP) dated October 2020, Headquarters Department of the Army (HQDA) Executive Order (EXORD) 218-25, All Army Activities (ALARACT) 032/2025, and Army Directive (AD) 2025-06.
2. Welcome Message. Welcome, and congratulations on being selected to attend BLC at the NCOA Fort McCoy. Success at this institution will require motivation, great study habits, and a personal and professional commitment to Army Standards and Values. The purpose of this welcome packet is to provide relevant information to help you prepare for the course. **Please read thoroughly before calling the NCOA Fort McCoy with questions.**
3. The student packing list, reporting instructions, and other pertinent information is available in the Student Guide. It is important that you review the Student Guide in its entirety prior to reporting to BLC. The Student Guide is available for download at: <https://www.usar.army.mil/Commands/Us-Army-Reserve-Command-USARC/Fort-McCoy-Main/Fort-McCoy/blc/>.
4. In-processing Information: In-processing begins on **Thursday, 09 July 2026, between 1000 to 1900 hours CST for Students traveling by privately owned vehicle (POV), and 1000 to 2359 hours CST for Students traveling by air.** The uniform is appropriate civilian attire. See Enclosure 01, Course Enrollments Requirements, for all other in-processing information.
5. **In accordance with (IAW) Army Regulation (AR) 190-11, Chapter 4, para 4-5a, “The carrying of privately owned weapons, explosives, and ammunition on Army installations is prohibited unless authorized by the Station Commander (SC)”. Any Student that reports to BLC in possession of a POW will be instructed to contact local law enforcement departments in Tomah or Sparta, Wisconsin to safely store and secure POWs. Students that refuse to comply with regulatory guidance will not be enrolled in BLC.**

6. NCOA Fort McCoy School's Administrator uses the Army Training Requirements and Resource System (ATRRS) to generate class rosters. This welcome letter indicates your enrollment in the Resident BLC Class **001-26**, beginning on **10 July 2026**. If you feel this enrollment is erroneous or does not meet prerequisites, please contact your Unit Training NCO/S-3 to take appropriate actions for removal.

7. Students attending BLC do not require security clearance but must possess a favorable adjudicated National Agency Check with Local Agency Checks and Credit Tier 3 (NACLC/T3) investigation (or higher). **Students that report without a favorable background check will not be allowed to in-process and must return to their units.**

8. All Students are required to report with Cyber Awareness Challenge Training and a signed Army Information Technology (IT) User Agreement that are current and dated no more than 5 years prior to the graduation date of **30 July 2026**. **Students are also required to have a valid F5 or G5 License prior to reporting.** These resources are available through the Army ATIS website at <https://federation.eams.army.mil>. Students must ensure their Identification Card Office (IDCO) military profile is accurately updated at <https://idco.dmdc.osd.mil/idco> to reflect their current unit of assignment prior to reporting. In addition, students will need to use the Account Validation System (AVS) Identity, Credential, and Access Management (ICAM) portal at <https://iga.army.mil> to ensure they have a current and completed digital DA Form 2875, System Authorization Access Request (SAAR) through their organization chain of command. Not having this completed prior to attending BLC will delay your ability to have computer classroom access.

9. Course Information: BLC is a 22-day (169-hour) MOS-immaterial course with 1-day of in-processing. It prepares Sergeants, promotable Corporals/Specialists, and non-promotable Corporals/Specialists to lead squad-level size elements by providing an opportunity to acquire skills, knowledge, and experience needed to be successful as Noncommissioned Officers.

10. Courseware Updates: Students attending this course need to become familiar with the following Skill Level 1 tasks in Soldier Training Publication (STP) 21-1, Soldier's Manual of Common Tasks: weapons, patrolling, medical, and land navigation (see Enclosure 06 – Individual Training Task). Training and Evaluation Outlines (T&EO) for these tasks can be downloaded through the Army Training Network (CAC enabled) at <https://atn.army.mil>, or by downloading STP 21-1 through the Army Publishing Directorate at <https://armypubs.army.mil/>. Additional resources include:

- a. T2COM OE Games Land Navigation Course Simulator at:

<https://oegames.tradoc.army.mil/landnav/index.html>.

- b. T2COM Common Tasks training videos available from:

<https://www.youtube.com/user/tbocsims>.

- c. Deployed Medicine's, all Service Members resources found at:

<https://deployedmedicine.com/market/171>.

11. General Course Information:

- a. All Students will report with the following documents/items.

(1) Three hard copies of orders. Orders should reflect the correct start date, report date, and end date. Incorrect orders will require an amendment from your organization. Students traveling outside of the continental United States (OCONUS) should have orders that reflect 25 total days to account for one additional day at the beginning of the course and the end of the course (i.e., course date starts on **10 July 2026** and ends on **30 July 2026**; orders should start on **09 July 2026** and end on **30 July 2026**).

(2) Hard copy of DA Form 4187, Personnel Action Request dated September 2025, for **Active Duty, Active Guard Reserve (AGR) and Students on Active-Duty Operations Support (ADOS)**, signed by the Unit Commander or authorized representative (**Delegation of Signature Authority Memorandum MUST accompany DA Form 4187 if not signed by the Unit Commander**).

(3) Medical Profile, signed by an Army Physician (if applicable).

(4) Current Cyber Awareness Training Certificate and Army IT User Agreement, not to exceed a 12-month period, and must not expire prior to graduation date.

(5) Organizational Clothing and Individual Equipment (OCIE). See Enclosure 03 (Packing List).

b. All Students attending BLC will take the Army Fitness Test (AFT) as a graduation requirement. Students are allowed one retest, administered no earlier than seven days after the initial AFT.

(1) Effective 1 January 2026, Regular Army, Active Guard Reserve (AGR), and United States Army Reserve (USAR) or Army National Guard (ARNG) on active-duty orders for more than 60 days who fail to meet the AFT standards for their MOS during BLC will be subject to adverse action. Adverse action consists of counseling and removal from consideration for academic honors for failing the initial AFT and recommending dismissal from the course for failing the retest AFT.

(2) From 1 January 2026 to 31 May 2026, Students in USAR or ARNG (excluding AGR and USAR/ARNG on active-duty orders for more than 60 days) who fail the AFT during BLC will not be subject to adverse action, and are exempt from referral, but will receive an Academic Evaluation Report (AER) reflecting the following: “AFT FAIL: YYYYMMDD – Rated Soldier exempt from referral IAW HQDA EXORD 218-25”.

(3) Effective 1 June 2026, all Soldiers who fail to meet AFT standards for their MOS will be subject to adverse action, including removal from consideration for academic honors for failing the initial AFT and recommending dismissal from the course for failing the retest AFT.

c. IAW AR 350-1, height and weight compliance is a BLC graduation requirement. Fort McCoy, WI is equipped with an InBody 770 (Bioelectrical Impedance Analysis) unit, allowing for the use of supplemental body fat assessments if a student fails their initial body fat assessment. Failure to pass the initial and subsequent/supplemental body fat assessments will result in dismissal from the course and a Department of the Army (DA) Form 1059 (AER) annotated in block 11d “Failed to Achieve Course Standards”. Students who fail the initial body fat assessment will be given no less than seven days to prepare for a subsequent/supplemental body fat assessment. Students who fail the initial assessment but pass the subsequent/supplemental reassessment will receive a DA Form 1059 (AER) with “Met Standard” annotated in part II block g. The single site method is the only authorized tape method.

d. Units are responsible for ensuring that all AFT and ABCP data is current and accurate within the Army Training Information System (ATIS) prior to reporting.

e. Meals and Lodging. Meals are provided at no cost for TPU (USAR) and M-Day (ARNG) Students. Active Duty and AGR Students will be required to pay for their meals. Current Dining Facility (DFAC) prices are \$4.50 for breakfast, \$7.25 for lunch, and \$6.25 for dinner. All students will lodge in the barracks provided.

f. Post shuttle is available at no cost for Students that utilize the Lacrosse Regional Airport (LSE) for air travel. Students are encouraged to contact the Transportation Motor Pool (TMP) dispatcher at (502) 898-7263 or (502) 898-6765 to arrange transportation at least 24 hours in advance. Shuttles are not available for any airports other than LSE. It is the responsibility of each Students’ respective organization to coordinate additional transportation (i.e., rental, taxi, etc.) that is travelling by air to any other airport in the surrounding areas. The average cost of an Uber from the Dane County Regional Airport (MSN) is \$150.00, and the average cost for a taxi is \$300.00.

g. All Students attending BLC will attend their graduation ceremony, extenuating circumstances withstanding, at 1500 hours on the last Thursday of the course. **Do not schedule departure flights prior to 1000 hours on Friday, 30 July 2026.**

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12. I am confident that you will have a rewarding experience while attending BLC. Be conscientious in your studies and preparation, produce quality work, be professional, adhere to and enforce Army standards, and demonstrate academic integrity. We look forward to facilitating your development and growth as a leader.

JAMES R. WELCH
SFC, USA
Course Manager