

Student Name _____ BR ____ Phone # _____



**U.S. Army NCO Academy
Fort McCoy, Wisconsin
Basic Leader Course
In-processing Documents**



BLC In-processing Documents

- Common Access Card
- Three Copies of Unsigned Orders
- DA Form 4187, Signed by Soldier & Commander - **Active Duty, AGR, ADOS, & Walk-Ons ONLY**
- Unit Pre-Execution Checklist (PEC), T2COM Form 350-18-2-R-E -**Active Duty, AGR, ADOS, & Walk-Ons ONLY**
- Medical Profile, Signed by profiling authority and Commander (If Applicable)
- Required Documents/Verification of F5/G5 License for Station 5 (Computer Lab)
Cyber Awareness: <https://learn.atis.army.mil/learning/>
Army IT User Agreement (MAIUA) <https://iga.army.mil/identityiq/home.jsf>
(Both must be within 12 months and cannot expire prior to course end date)
Valid and Approved A/V Baseline SAAR Request: <https://iga.army.mil/identityiq/home.jsf>
ID Card Online (IDCO - <https://idco.dmdc.osd.mil/idco/>): Military Profile updated with correct Soldier and Unit Information

- Full-Time Unit Staff and Battalion/Brigade CSM Contact Information:

FTUS Name _____

FTUS Email _____

FTUS Phone _____

BN/BG CSM Name _____

BN/BG CSM Email _____

BN/BG CSM Phone _____