



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

AFRC-RTC-NM

12 September 2019

MEMORANDUM FOR RECORD

SUBJECT: Policy Letter 34 – Student Standards for Wear and Appearance of Army Uniforms and Insignia

1. References:

a. Army Regulation (AR) 670-1, Wear and Appearance of Army Uniforms and Insignia, 25 May 2017.

b. Department of the Army (DA) Pamphlet (Pam), 670-1, Guide to the Wear and Appearance of Army Uniforms and Insignia, 25 May 2017.

2. Purpose: To establish uniform and grooming standards to remain in compliance with AR 670-1, and DA PAM 670-1.

3. Applicability. This policy applies to Basic Leader Course (BLC), and Battle Staff NCO Course (BSNCOC) students while attached to Fort McCoy NCO Academy.

4. It is the Soldier's responsibility for ensuring wear and appearance reflects the highest level of professionalism. Soldiers who do not meet the Army wear and appearance standards will make necessary corrections or provide documentation of an approved exception to policy prior to course in-processing. Soldiers who fail to make such corrections or produce documentation will be recommended for denied enrollment.

5. Appearance and Grooming Policies.

a. **Male Grooming Standards.** Soldiers will comply with the standards in accordance with (IAW) AR 670-1, paragraph 3-2a(2)(a)(b)(c).

b. **Female Grooming Standards.** Soldiers will comply with the standards IAW AR 670-1, paragraph 3-2a(3)(a-j).

c. All Soldiers will comply with the cosmetic and fingernails standards IAW AR 670-1, paragraph 3-2b(1-4), and paragraph 3-2c.

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d. All Soldiers will comply with the tattoo, branding, and body mutilation policy IAW AR 670-1, paragraph 3-3.

e. All Soldiers will comply with the jewelry standard IAW AR 670-1, paragraph 3-4.

6. Point of contact for this action is the First Sergeant at 608-388-2079.

SHANE E. LARSON
CSM, USA
Commandant