1-2. Course Prerequisites

a. IAW AR 350-1, Structured Self-Development I (SSD-I) is the current prerequisite to attend the Basic Leader Course (BLC). In the near future SSD-I will change to the Distributed Leader Course I (DLC-I) and it will be the prerequisite for attendance to BLC.

b. Noncommissioned officer backlog. Within the guidelines of STEP (Section V) is defined as Soldiers with 37 or more months’ time in grade who have been promoted without completing/graduating the Professional Military Education (PME) course in the Noncommissioned Officer Professional Development System (NCOPDS) required for their grade level. Soldiers on the legacy backlog are afforded one opportunity to attend their requisite NCO PME course. These Soldiers are not otherwise eligible for further promotion consideration unless they meet all of the training and educational requirements for their current rank. (Ref: AR 350-1, paragraph 3-19f)

c. Attendance is on a priority basis. Soldiers who qualify for BLC are placed on an Order of Merit List (OML) by the unit commander as follows:

   (1) SGTs who have not attended BLC and received an Exception to Policy (ETP) because of a deferred status.

   (2) SPC/CPL in STAR MOSs.

   (3) SPC/CPL promotable.

   (4) SPC/CPL non-promotable.

d. Commandants will also ensure National Guard and Reserve (Compo 2 and 3) Soldiers in a TDY status are given priority consideration for class seats as appropriate. Commandants can also accept “local walk-ons” provided Soldiers are otherwise fully qualified to attend BLC. Privates First Class and below are NOT authorized to attend BLC. Commandants will notify HRC of any “walk-on” Soldiers enrolled in an NCO PME course. (Ref: FRAGO 1 to HQDA EXORD 236-15, Army-wide Implementation of Noncommissioned Officer Professional Development System, para 3.B.9.A)

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c. Additional requirements. Soldiers must:

   (1) Meet height and weight standards IAW AR 600-9. (Soldiers are allowed one re-screening. The re-screening will be administered no earlier than seven days after the initial height/weight assessment).

   (2) Be eligible for reenlistment and have an attendance recommendation from their immediate commander.

   (3) Have no suspension of favorable personnel actions (flags) or pending flags.

   (4) Arrive fully capable of performing supporting individual tasks and tasks required at the previous lower level course, e.g., basic training, SMCT Skill Level 1, SSD I/DLC I.

   (5) Been medically cleared IAW AR 40-501, para 8-14(8). A current (within the last 12 months) periodic health assessment or medical examination, to include all lab tests and consults, for Active Army Soldiers and ARNGUS and USAR Soldiers will be valid for attendance at Army schools.

   (6) Pre-execution Check List (PEC) and Post Reservation Check List (PRCL).

      (a) Active Component (AC) Soldiers must bring an automated TASS Unit Pre-execution Checklist (PEC), TRADOC Form 350-18-2-R-E with them. This form is available for download from the TRADOC website: http://adminpubs.tradoc.army.mil/forms.html.

      (b) Reserve Component (RC) Soldiers must report with the Post Reservation Checklist (PRCL), which took effect in April 2011, for U.S. Army Reserve and Army National Guard Soldiers. The PRCL must be completed by the Soldier's unit two days prior the report date. If the PRCL is not completed, the Soldier's reservation will be cancelled. Due to the use of the PRCL, Reserve Component (RC) Soldiers attending BLC at an RC NCOA will not need a TRADOC Form 350-18-2-R- E, PEC, as the information has already been verified through the PRCL.
AC Soldiers attending an RC NCOA will still be required to report with a copy of their signed PEC. In addition, all Soldiers, both AC and RC, will be required to report with a signed copy of their PEC when attending any AC NCOA.

Soldiers have 72 hours to provide all required missing documents. Soldiers who fail to provide required missing documents within the established timeline will not be enrolled and will be returned to their unit.

Common Access Card (CAC): All Soldiers attending BLC are required to have CAC access to the post Non-classified Internet Protocol Router Network (NIPRNet). This is a requirement for use of classroom computers.

Student qualifications in meeting prerequisite tasks are an individual and unit commander’s responsibility. Upon arrival, Soldiers must possess the capability of performing supporting individual Skill Level 1 tasks.

Commandants may not add local requirements to the prerequisites.

1-3. Enrollment Requirements

a. Soldiers with medical profiles due to an operational deployment will be permitted by their immediate commander to attend appropriate courses (to include PME) within the guidelines of their profile. Soldiers must arrive at the aforementioned course of instruction with a copy of their current profile and memorandum signed by their commander stating the profile has been continuous and is a result of injuries sustained due to an operational deployment.

b. Soldiers with temporary profiles preventing full participation in a course that are not a result of operational deployment, will be removed or deferred from school attendance consideration by their immediate commander, until the temporary profile is removed.

c. Soldiers with a permanent designator of “2” in the physical profile must include a copy of DA Form 3349 (Physical Profile) as part of the course application. They will be eligible to attend courses (to include PME) and train within the limits of their profile, provided they can meet course graduation requirements. Soldiers with a permanent designator of “3” or “4” in their physical profile must include a copy of DA Form 3349, and the results of their MOS Administrative Retention Review as part of the course application.

d. Soldiers who have been before a MOS Administrative Retention Review and retained in their MOS or reclassified into another MOS are eligible to attend appropriate courses (to include PME) and train within the limits of their physical profile (DA Form 3349). Commandants will not dis-enroll or deny enrollment of Soldiers into the course based on physical limiting conditions on their physical profile, IAW MOS Administrative Retention Review adjudication.

e. Pregnant Soldiers: Soldiers who are pregnant prior to the course may not attend BLC until medically cleared. A Soldier who is diagnosed as pregnant while attending BLC may continue, provided written documentation from the doctor states she can participate in all course physical requirements. Soldiers medically dis-enrolled for pregnancy after enrollment are eligible to return to the course when medically cleared.

f. NCOAs will deny enrollment to Soldiers failing to meet any one of the above prerequisites. NCOA commandants will not supplement these mandatory enrollment requirements.

(References: AR 40-501, chapters 7 and 8; AR 350-1, chapter 3; AR 600-9; and ATP 6-22.1)

1-4. Course Objectives

The BLC focuses on six Leader Core Competencies (LCC). These competencies are: Readiness, Leadership, Training Management, Communications, Operations, and Program Management. BLC is designed to build basic leader and trainer skills needed to lead a team size element; while providing the foundation for further development along the PME learning continuum.

1-5. Course Structure

a. Instruction at the BLC is accomplished through the use of the Army Experiential Learning Model (ELM) methodology. Lessons are facilitated in a small group setting with a collaborative approach, which allows the Soldiers to discover information and then apply it to new and ambiguous situations. Lessons include critical
and creative thinking activities and exercises, which aid in learning. Facilitators assess the Soldiers’ leadership ability and potential through observing discussions and interactions.

b. The BLC is a 22-academic day course consisting of 169 academic hours. The course map below shows a listing of the lessons that make up the course. It reflects the mandatory sequence, the lesson identification number, the lesson title, the length of the lesson (total), and the phase for rotation purposes. (NOTE: The six administrative lessons are not part of the course map).

c. The BLC is conducted in four phases with three rotations: Foundations (Base Group), Leadership (1st Rotation), Readiness (2nd Rotation), and Assessment (3rd Rotation returning to Base Group). Soldiers will rotate to new facilitators at the beginning of each phase. All facilitators will continue to teach following ap and training schedule.

1-12. Student Duties and Responsibilities

a. Soldiers will receive the ISAP and Student Guide before instruction starts. The use and importance of these items and student responsibilities must be thoroughly explained to the Soldiers. Each facilitator will counsel their Soldiers on graduation requirements prior to instruction.

b. Soldiers must achieve the desired learning outcomes for BLC. Soldiers must complete homework assignments, practical exercises, and they must participate in all curriculum activities and discussions.

2-8. Remedial Educational Assessment (REA):

a. There are six graded assessments in the BLC that contribute to the overall student GPA. Soldiers who fail to achieve a 70% GPA by failing any assessment will participate in a Remedial Educational Assessment (REA). The purpose of the REA is to serve as a “retest” and provide an opportunity for the student to improve their GPA to the graduation requirement of 70%. The REA is mandatory for Soldiers who fail to meet the minimum standard. The facilitator must counsel the student on the failure and the REA requirement. During the counseling, the facilitator discusses the reason for the failure and provides feedback to the student about how he or she can improve to meet the 70% standard. This counseling and feedback should be complete NLT 48 hours after the assessment is complete. It is the student’s responsibility to acknowledge (in writing) the counseling and the facilitator feedback. It is the responsibility of the facilitator to ensure their feedback is sufficiently clear and understood by the student. When a student fails an assessment, the facilitator and student will participate in a mandatory study hall.

b. Soldiers are allowed no more than two REAs during their enrollment in the BLC; additional REAs are not authorized. Soldiers who require and pass a REA will receive the minimum passing score of 70% for that event and will automatically be removed from class honors consideration. The highest final grade for an assignment a student can obtain on a REA is 70% (regardless of the scored obtained). If a student fails the REA or requires more than two REAs, they will be recommended for dismissal from BLC.

D-5. Course Graduation Criteria and Requirements

a. The graduation requirements are shown in the two tables below. The tables also indicate if the assessment is part of the student’s GPA or not. See each of the individual assessments for specific criteria.

<table>
<thead>
<tr>
<th>Assessment Title</th>
<th>Associated Lesson</th>
<th>Grade Point Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>1009S Public Speaking and Information Briefing</td>
<td>B104</td>
<td>GPA</td>
</tr>
<tr>
<td>1009W Assessing Writing, Compare and Contrast Essay</td>
<td>B112</td>
<td>GPA</td>
</tr>
<tr>
<td>1009W Assessing Writing, Informative Essay</td>
<td>B103</td>
<td>GPA</td>
</tr>
<tr>
<td>Conduct Individual Training, Rubric</td>
<td>B116</td>
<td>GPA</td>
</tr>
<tr>
<td>Conduct Physical Readiness Training, Rubric</td>
<td>B111</td>
<td>GPA</td>
</tr>
<tr>
<td>Conduct Squad Drill, Rubric</td>
<td>B114</td>
<td>GPA</td>
</tr>
</tbody>
</table>
b. There are four assessments that are mandatory, but do not count toward the student GPA as shown in the table below.

<table>
<thead>
<tr>
<th>Assessment Title</th>
<th>Associated Lesson</th>
<th>Grade Point Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compliance with the Army Body Composition Program</td>
<td>In-Processing</td>
<td>Non-GPA</td>
</tr>
<tr>
<td>The Army Physical Fitness Test (APFT)</td>
<td>B123</td>
<td>Non-GPA</td>
</tr>
<tr>
<td>1009C Assessing Contribution to Group Work</td>
<td>Entire course</td>
<td>Non-GPA</td>
</tr>
<tr>
<td>1009L Assessing Leadership</td>
<td>B106</td>
<td>Non-GPA</td>
</tr>
<tr>
<td>1009 W Special, Assessing Reflective Writing</td>
<td>B122</td>
<td>Non-GPA</td>
</tr>
<tr>
<td>1009W Special, Resume</td>
<td>B117</td>
<td>Non-GPA</td>
</tr>
</tbody>
</table>

D-7. Re-enrollment Policy

a. Soldiers disenrolled from BLC for disciplinary or motivational reasons will not be eligible for further NCOES training for a period of 6 months. Soldiers dismissed from BLC for academic deficiency may apply to reenter and be re-scheduled for the course when both the unit commander and the learner or Soldier determine that they are prepared to complete the course.

Reference: AR 350-1, page 59, paragraphs 3-15f(3) and (4)

b. Soldiers may be released from the course without prejudice for illness, injury, compassionate, or other reasons beyond the student’s control. This requires a written notice informing the unit that the Soldier may re-enroll as soon as the reason for disenrollment or dismissal is overcome.

c. Soldiers previously dismissed from BLC and allowed to re-enroll must start the course from the beginning.