



DEPARTMENT OF THE ARMY  
HENRY H. LIND NONCOMMISSIONED OFFICER ACADEMY  
BOX 339500, MAIL STOP 48A  
JOINT BASE LEWIS-MCCHORD, WA 98433-9500

ATZT-HL

22 November 2022

MEMORANDUM FOR Soldiers Attending Basic Leader Course (BLC) at the Henry H. Lind Noncommissioned Officer Academy

SUBJECT: Basic Leader Course Welcome Letter

1. Welcome to the Henry H. Lind Noncommissioned Officer Academy. You have been selected amongst your peers as the most qualified to attend BLC. Your selection to the course is a testament to your professionalism and commitment to the Army. While in the course, I challenge you to engage your peers and facilitators during discussions and constructive training. This will achieve a solid foundation to further yourself and your future Soldiers.

2. BLC is a resident course conducted at the Henry H. Lind NCO Academy. BLC is a non-live-in course; students will return to their residence at night. Students attending TDY, your unit is responsible for the total cost of your TDY to include hotel, rental car, and Per Diem. **All TDY Students will turn in a completed DD Form 1610 on day one to your SGL.**

3. The NCO Academy faces Liberty Shoppette and shares Nevada Avenue with the PX. Students must park in the gravel parking area. Please enter the Academy through the gravel entrance on Nevada Avenue. All three vehicular exits are available to students. Do not park in any paved areas, behind BLDG 5999, or in front of the Academy.

\*\*\*\* Begin checking your enterprise email daily for updates that may be pushed out by BLC. Use the following link to check your enterprise email from home: <https://webmail.apps.mil/mail/inbox>.

4. On fill day, all students will report to the academy at **0630**. The uniform is the Army issued APFU. If you have a profile, regardless of temporary or permanent, you will have it with you for review. Students with temporary profiles will be denied enrollment.

5. Students are required to show proof of COVID-19 vaccination, proof of an APPROVED exemption, or proof that you have an exemption **PENDING in ETMS2** a (memo from your Commander will suffice). Students who are not vaccinated and have a pending or approved exemption must provide results of a negative COVID-19 test **from a medical facility** no earlier than 72 hours prior to fill day (at home tests will not be

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accepted). Students who cannot provide proof at 0630 on fill day will be denied enrollment.

6. Height and weight will be conducted on fill day and is a graduation requirement, so ensure you have short sleeve shirt and shorts under your winter APFU. The packing list layout will also be conducted on fill day; ensure you have your items in your vehicle, not at formation.

7. All enrollment documents and prerequisites must be completed within 72 hours of the class start date or you will be dis-enrolled from the class. These documents include:

- a. Student Data Sheet (July 2022)
- b. Pre-Execution Checklist (TRADOC Form 350-18-2-R-E, APR 2018)
- c. Profile (if applicable)
- d. Post-Partum students are required to submit their "Volunteering to Attend Basic Leader Course (BLC) While in a Postpartum Status" memo prior to enrollment into the course. Failure to provide clearance memo prior to or at 0630 on fill day will result in a denied enrollment.

8. Students will take the ACFT no later than day 2 and must arrive to BLC prepared to do so.

9. The start time for BLC is 0615 and end at approximately 1730 (except for fill day, ACFT, and ACFT Grader Certification). You will be in class on Saturdays, so please plan accordingly. The uniform during the course is ACUs. Any deviations to this will be addressed through your SGL. You **WILL** graduate in ASU/AGSU.

10. Blackboard.mil Learning Management System (LMS) houses the content for BLC lessons. You will need your Common Access Card (CAC) to log in to the system, ensure you know your pin number to your CAC.

11. BLC Overview:

a. BLC is designed to prepare Soldiers to lead team-level size units by providing an opportunity to acquire the leader skills, knowledge, and experience needed to be successful as Noncommissioned Officers. It is a branch-immaterial course that also encourages young leaders to network with every other CMF attending the course.

b. The course was redesigned with major changes to previous versions. The delivery methodology changed from small group discussions led by small group leaders to the Experiential Learning Model (ELM) with facilitator guided student discovery and learning. The course structure focuses on the Army Learning Areas and General Learning Outcomes.

c. The academy is dedicated to creating a training environment focused on discipline, leadership, and teamwork. Your facilitator will grade your performance fairly,

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and provide honest assessments of the strengths and weakness you demonstrate as a leader during the course. The BLC Cadre are here to be your trainer, coach, and mentor, and are dedicated to the leadership process.

d. Once again, congratulations on your selection to attend BLC. I am confident if you report for training each day with a positive attitude, willingness to learn from peers and facilitators, and work as part of a team, you will learn something about yourself and improve your leadership abilities.

12. If you require more information regarding BLC, please visit our website:

<https://www.ncolcoe.army.mil/NCO-Academies/Henry-H-Lind-NCO-Academy/JBLM-Basic-Leader-Course/> or the Academy's MilSuite page located at, <https://www.milsuite.mil/book/groups/62630>.

13. The point of contact for this memorandum is Henry H. Lind Noncommissioned Officer Academy Basic Leader Course Branch Chief, MSG Mindy Williams at 253-967-6527 or by email at: [mindy.m.williams8.mil@army.mil](mailto:mindy.m.williams8.mil@army.mil).

ADAM B. SCHUESSLER  
CSM, USA  
Commandant