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| **CHECKLIST PRIOR TO ARRIVAL TO FORT BLISS** | | | |
| **MANDATORY ONLINE TRAINING, NIPR ACCOUNT ACCESS** | | | |
|  | Enroll in / Update your Army Training & Certification Tracking System (ATCTS)  (Class 76, Student) **(see instructions below)** | After departing  losing unit | [Controlled Unclassified Information (CUI) Army Training and Certification Tracking System](https://usg01.safelinks.protection.office365.us/?url=https%3A%2F%2Fatcts.army.mil%2Fiastar%2Findex.php&data=05%7C02%7Cmelinda.s.griffin.mil%40army.mil%7C6b5c828d7fe2498fe40908dcf1fda6fa%7Cfae6d70f954b481192b60530d6f84c43%7C0%7C0%7C638651319092269818%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=da1tNnT%2Fsg%2BpL6VxF2tDnd%2B%2Fcser1A%2BkJVA1YfXq0LM%3D&reserved=0) |
|  | Cyber Awareness Challenge Training and sign AUP **(both dates must match) (see instructions below)** | NET 1 JUL 25 & NLT 31 JUL 25 | [https://cs.signal.army.mil/](https://usg01.safelinks.protection.office365.us/?url=https%3A%2F%2Fcs.signal.army.mil%2F&data=05%7C02%7Cmelinda.s.griffin.mil%40army.mil%7C6b5c828d7fe2498fe40908dcf1fda6fa%7Cfae6d70f954b481192b60530d6f84c43%7C0%7C0%7C638651319092282914%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=nROHNvOj%2FclfZgku8r6gIR5PyXhVRUqty7wHazPRz4I%3D&reserved=0)  [Joint Knowledge Online (jten.mil)](https://usg01.safelinks.protection.office365.us/?url=https%3A%2F%2Fjkodirect.jten.mil%2FAtlas2%2Fpage%2Fcoi%2FexternalCourseAccess.jsf%3Fv%3D1728998679847%26course_prefix%3DDOD%26course_number%3D-US1364-25&data=05%7C02%7Cmelinda.s.griffin.mil%40army.mil%7C6b5c828d7fe2498fe40908dcf1fda6fa%7Cfae6d70f954b481192b60530d6f84c43%7C0%7C0%7C638651319092292356%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=%2FcRe47hwAtbUj2oCAcFm3HHqsOeEME4nh%2FXWyApp9wY%3D&reserved=0) |
|  | Ensure **LOCAL NIPR** account is deleted.  ***NOT*** A365. | When clearing/departing losing unit | LOCAL NEC / S6 / G6 |
| **G4/SUPPLY** | | | |
|  | Fill out the NCO statement (see below) and send a copy of your clothing record, with full SSN on top right corner to: [usarmy.bliss.ncolcoe.mesg.ncolcoe-g-4@army.mil](mailto:usarmy.bliss.ncolcoe.mesg.ncolcoe-g-4@army.mil) | Prior to arrival/during in processing |  |
|  | NOTE: No patches or unit crests will be provided upon arrival. It is the student’s responsibility to purchase these items. | Check Military Clothing Sales |  |
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| **MISCELLANEOUS** | | | |
|  | Contact the Sergeants Major Course School Manager at HRC to volunteer as a sponsor for an international student. Requires PAR through IPPSA. | Report date will be between 5-7 May 2025 | POC Ms. Diane Goldman diane.goldman.civ@army.mil |
|  | Learn more about the International Military Student mission (IMSO) and how you can assist them as they travel to Fort Bliss, in-class information, and preparation for their return journey to their home country. |  | Visit website at [International Military Student Office (army.mil)](https://www.ncolcoe.army.mil/Organizations/International-Military-Student-Office/) |
|  | Ensure security clearance is current through Aug 2026. | Prior to departure from losing unit |  |
|  | 1SG/CSM lateral appointment to MSG/SGM | Prior to departure from losing unit |  |
|  | Terminate Special Duty Assignment Pay (SDAP) | Prior to departure from  losing unit |  |
|  | Ensure you consider short term care for your family care plan (if applicable). | After departing  losing unit |  |
|  | Ensure government travel card is active prior to leaving the losing unit. | Prior to departure from losing unit |  |
|  | Motorcycle Riders ensure your Basic Riders Course (valid for 1 year) and your Experienced Rider Course/Sport Bike Riders Course (valid for 3 years) will remain current through Aug 2026 | Prior to departure from losing unit | Both courses are offered at Fort Bliss but taking either is difficult without compromising time from the course |

[](https://www.ncoworldwide.army.mil/Portals/76/courses/smc/ref/class-76/Inprocess%20Instructions%20Student%20G6_Class%2076.pdf?ver=rZzaDKx7iY45Ik_RxmmMWg%3d%3d)[](https://www.ncoworldwide.army.mil/Portals/76/courses/smc/ref/class-76/Class%2076%20US%20Students_ATCTS.pdf?ver=frYnK-cv7-dLCxdJnF8flg%3d%3d)[](https://www.ncoworldwide.army.mil/Portals/76/courses/smc/ref/class-76/NCO%20Statement.pdf?ver=-oIX1TG2CyTD0eUV8kElEA%3d%3d)