



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

ATZT-HL (RN 600E)

7 March 2025

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 attendance at BLC is a testament to your desire to learn or hone your leadership skills and potentially advance your career as an Army professional. 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 to your SGL on day one.**
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.
4. On fill day, all students will report to the academy at **0600**. The uniform is the ACU with patrol cap. 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. The packing list layout will be conducted on fill day. If you do not have all items within 72 hours of the class start date you will be **dis-enrolled**. The most current packing list can be found at: [Henry H. Lind NCO Academy BLC Packing List](#)

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

- a. Student Data Sheet (20 March 2024)
- b. Pre-Execution Checklist (TRADOC Form 350-18-2-R-E, April 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.

6. Students will take the ACFT on **training day 1** and must arrive to BLC prepared to do so. Passing the ACFT is a graduation requirement.

7. You will conduct height and weight screening on **training day 2**. If you are not in compliance with height and weight screening, you will be taped. Being in compliance with the Army Body Composition Program is a graduation requirement.

8. Class will be conducted daily Monday through Friday. The start time is 0630 and ends at approximately 1800. The uniform during the course is the ACUs. Any deviations to this will be addressed through your SGL. You **WILL** graduate in ASU/AGSU.

9. 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. Effective January 2016, all Soldiers attending BLC are required to have Common Access Card (CAC) access to the post NIPR net. This is a requirement for use of classroom computers.

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

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c. Once again, welcome to the Basic Leader Course. 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.

11. 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>.

12. The point of contact for this memorandum is Henry H. Lind Noncommissioned Officer Academy Basic Leader Course Branch Chief at 253-967-6527.

ELY G. CAPINDO
CSM, USA
Commandant