

1. **What should we have during in-processing?**
  - a. DA 1610/Orders, DA 705, EKG Print-out (over 40), ID Card, ID Tags, DA 5500/5501 (if needed)
  - b. HazMat Operations & Technician Certificate **(CBRN ALC ONLY)**
  - c. ERB used to verify SSD qualifications
2. **What is the uniform for Day 1 pick up?**
  - a. IPFU/APFU's with no spandex
3. **How do I get an NCO enrolled into ALC/SLC??**
  - a. Contact HRC, we at the NCOA do not slot NCOs for schools
4. **What if we were not issued all the items listed on the packing list???**
  - a. Bring what you were issued and a copy of your initial and CIF clothing record. Missing CIF items will be issued from the FLW CIF facility (EN & MP courses only).
5. **Do I need all the items listed on the packing list???**
  - a. Yes, inventory is conducted within the first 24 hrs of the course and any items missing will be re-inspected 72 hrs later. If at that time you fail to have all items you could be recommended for dismissal.
6. **Should I get a rental car for the time I am attending school???**
  - a. The NCOA will not provide any documents regarding the use of a rental car. You do not need a rental car but if you have one you will be able to get around easier and we do have alternate PRT and Training locations you will need to be at.
7. **Can I do a walk-on to ALC and SLC???**
  - a. Yes, however the SM unit is responsible for providing funds to cover all expenses to include travel, lodging and meals. Only those SM with a "RESERVED" ATRRS slot will be covered by MTSA funds allocated for PME schools. Walk-ons are determined by available seats and priority level 1-5.
8. **Can I take leave while at NCOPDS?**
  - a. Yes, but your home station is required to sign the DA Form 31. We cannot charge leave while you are here, however we can authorize up to a 4-Day pass.
9. **I can't get on to MSAF 360 to complete the requirements.**
  - a. MSAF 360 works best on a DOD computer but is currently being upgrade to 2.0. Continue to login and complete you assessment.
10. **Will I be required to pay anything when checking into IHG?**
  - a. Yes. IHG charges a \$25 incidental fee which can be claimed when you file your travel voucher.
11. **Can/will the NCOA authorize a rental car for my attendance to the course?**
  - a. No. The NCOA does not authorize rental vehicles. Students are housed in IHG, which is within walking distance to the academy. Cabs are available in and around post. While rental cars may be convenient, they are not a necessity for the course. Rental cars are based on unit preference.
12. **I am a reserve/national guard Soldier. Where do I report when I arrive to the NCOA?**
  - a. All students attending EN or MP PME courses from the Reserves/National Guard should contact to the Reserve Component Liaison on the report date for their course.

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- 13. I received my ATRRS reservation email informing me that I was attending a course that starts next week, but I won't be able to attend. What do I do?**
- Contact your unit chain of command and school's NCO. A deferment with follow on date will be required. You will be a "NO SHOW" if your ATRRS slot is not canceled properly through HRC and you don't report on the START date.
- 14. What is the difference from the report date and the start date?**
- The report date is the date that you have to be on the installation in order to check into IHG or off post lodging. The start date is the date that you will report to the NCOA for the first day of class.
- 15. Can my significant other visit me while I am attending the course?**
- Yes. Courses run on a set training calendar. Your cadre/course will brief you on specifics, however, please contact IHG at 573-596-0999 for their visitation policy.
- 16. Will I be required to take an APFT and HT/WT if I was given one by my unit 30 days prior to the course?**
- YES, a HT/WT and APFT is a graduation requirement and will be given during the beginning of the course.
- 17. Can I attend the BLC/ALC/SLC with a temporary profile?**
- No, only permanent profiles will be enrolled into the course.
- 18. I'm currently enrolled in college courses, will I be afforded the time to complete my classes during my PME?**
- All PME courses will require 100% dedication to course material and studies to include assessment and evaluations. Any SM currently enrolled or plans on enrolling in college course during their PME WILL BE AT THE SM OWN RESPONSIBILITY TO MANAGE BOTH REQUIREMENTS. Priority is the PME you are attending.
- 19. I am enrolled in an ALC/SLC Phase I for my Engineer Course and I am having issues with Blackboard content. Who do I call?**
- All content can be fixed by calling the Engineer DOTLD at 573-563-5069/8075
- 19. Why did I not get paid for the meals on the weekends when the Dining Facility was closed?**
- All ALC and BLC students are on MTSA 7. This means that all 3 meals are provided 7 days a week. There is a shuttle that takes you to an open DFAC on the weekends when the NCOA DFAC is closed.