

ATSS-BBB (350)

1 April 2003

MEMORANDUM FOR Student, Battle Staff NCO Course

SUBJECT: Attendance at the U.S. Army Battle Staff Noncommissioned Officer Course

1. On behalf of the Commandant, the Command Sergeant Major, staff, and faculty of the United States Army Sergeants Major Academy (USASMA), I congratulate you on your selection to attend the Battle Staff Noncommissioned Officer Course (BSNCOC).
2. The BSNCOC is a fast-paced and challenging course, designed to assist you in both your present and future assignments. Prepare yourself to work evenings and weekends as part of your battle-room group in addition to numerous self-study hours. Although there are many challenges in the course, graduation is very attainable as long as you apply yourself.
3. We will deny enrollment to soldiers who:
 - a. Do not meet the Army weight standards in accordance with AR 600-9.
 - b. Arrive with a temporary profile which prevents them from taking the APFT.
 - c. Are on a recovery period from a profile which prevents them from taking the APFT.
4. You will take a standard APFT (or approved alternate aerobic event) within the first 72 hours of the class start date.
5. The [Student Information](#) page identifies some of the basic information about the course. The [Class Schedule](#) page contains the report, start, and graduation

dates for each class.

6. All students reporting to the Phase II location must have the completed Pre-Execution Checklist with them.

7. Again, congratulations on your selection.

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SGM, USA

BSNCOC Chief Instructor