

Prerequisites

Prerequisites for each NCOES course are listed in [AR 350-1](#). An order of merit list will be established at battalion level or equivalent level for all courses. To be placed on the order of merit list a soldier must have:

1. Passed the APFT within the past 6 months IAW [FM 21-20](#)
2. Met the Physical Fitness and Weight standards IAW [AR 600-9](#) and [AR 350-1](#)

Profiles

Soldiers with temporary profiles IAW AR 350-1 will be deferred from attendance at the course until the temporary profile is removed. **Soldiers that fall in this category should not be sent to the course.**

Soldiers with permanent profile that prevents them from performing all the duties of their PMOS and Skill level listed in [DA PAM 611-21](#) must be processed under [AR 600-60](#). Attendance at the course will be deferred until this process is completed. **Soldiers that fall in this category should not be sent to the course.** Once approval is granted for retention in PMOS by the MOS Medical Review Board (MMRB) or Disability Board or for reclassification, the soldier will be authorized to attend the course and will be required to participate in training up to the limits of the profile. The soldier will be required to present results of the MMRB/Disability Board proceedings during in-processing. Profiles that require the soldier to take the alternate test 6.2 Mile Stationary-Bicycle Ergometer Test will not be accepted do to the fact Fort Benning does not have the required equipment to perform the test. Soldiers need to get a doctor to adjust their profile to allow them to take another alternate event or they can bring a traditional bicycle with them that will be stored at the academy after completion of the test.

Soldiers (with lifting restrictions **must** be able to carry a minimum of **50 lbs** combat load containing mission essential equipment. **Soldiers who are not able to carry a minimum of 50 lbs should not be sent to the course.**

Time Left in Service

In accordance with [AR 350-1](#), chapter 5, active component soldiers must have 6 months or more remaining in service upon completion of a NCOES course. **Soldiers that do not fall in this category should not be sent to the course.** If a soldier needs to re-enlist, please make sure this is done prior to reporting to the course.

Reporting/In-Processing Procedures

In-processing will take place at the PLDC Barracks located in building [2760B](#).

All local units "Fort Benning, Fort McPherson, Fort Gilliem, will report no later than **0800** hours on the report date set forth by ATTARS. All other units **Must** report no later than **1500** hours on the report date set forth by ATTARS. On the report day, **the uniform is DUTY**. Students reporting after this time **Will** be returned to their units. Units are highly encouraged to ensure soldiers report with all packing list and essential items in accordance with welcome packet pre-requisites.

HT/WT APFT Procedures

Height and Weight will be determined on day 1 and must be met prior to enrollment. The APFT will be conducted on day 2 of class.

Items Required for In-Processing

NOTE: Soldiers must be on ATRRS to attend PLDC.

The following items are required for in-processing (Students reporting without all of the required items will be returned to their units):

1. **Soldiers from installations other than FT Benning** -(5) copies of DD Form 1610
Fort Benning soldiers only-(5)copies of the memorandum orders (do not substitute with OML or seating reservations).
2. Pre-execution checklist (**MUST BE COMPLETELY FILLED OUT**).
3. Proof of 6 months retainability upon graduation i.e. ID Card, 2A, Re-enlistment contract or extension paperwork.
4. DD Form 2A - Identification card and ERB.
5. Identification tags with required chains.
6. Individual health records.
7. (Reserve Component Only) Finance Records.
8. Meal Card, All students will be removed from separate rations; they are required to eat in the Dining Facility. The parent units will issue meal cards (with the exception of Reserve Component soldiers). Reserve Component soldiers will be issued meal cards by the academy's S1. Feeder reports will be sent to the NCOA.
9. All items of required clothing/equipment along with the clothing and equipment checklist on this web site.
10. Original DA Form 705 (soldier must have been tested within 6 months prior to the class start date).
11. The clothing and equipment checklist signed by immediate supervisor.

POVs

In accordance with [USAIC REG 190-5](#), all TDY students remaining at Fort Benning, Georgia for a period of 2 weeks or more must have at a minimum the following liability/no fault insurance:

1. Liability:
 - (a) \$10,000 per individual
 - (b) \$20,000 per accident
 - (c) \$5,000 property damage
2. No Fault:
\$5,000 per insured

Students reporting to the Primary Leadership Development Course without the minimum amount of POV insurance will be required to turn in their POV keys to the Branch Chief until graduation or proof of insurance is provided.

Civilian Attire

Students are authorized to bring two sets of appropriate civilian attire (I.E. collar shirt, slacks, blouse, skirt, and dress shoes), which will be the uniform for all passes and any Team Building Functions.