



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
REGIMENTAL NONCOMMISSIONED OFFICER ACADEMY
25TH STREET, BUILDING 24402
FORT GORDON, GEORGIA 30905

ATZH-NC

04 November 2011

MEMORANDUM FOR Regimental Noncommissioned Officer Academy

SUBJECT: Policy Memorandum #29 – Student Early Release

1. This policy memorandum applies to all students enrolled in a course at the RNCOA. This policy outlines the guidance for students to be released prior to their scheduled graduation date.
2. Students will not be allowed to miss more than 72 hours of training during their course. Training includes all required training that is on the course master training schedule. Required training does not mean that it has to be testable. For example the FTX is not a testable event, but each event during the FTX has a standard that the student must meet. Students that miss more than 72 hours of training will be processed for course withdrawal.
3. If an emergency arises that causes a student to be released from training early, the students parent unit will submit a memorandum signed by the first O6 in the chain of command to the Commandant, Regimental Noncommissioned Officer Academy. The student will be allowed to leave once all required training is completed and/or the student will not miss more than 72 hours of training. If the student is needed back at their home station prior to completing all required training and/or they will miss more than 72 hours of training, the student will be processed for course withdrawal.
4. The point of contact for this memorandum is the Deputy Commandant, 1SG Robert Barnes III, robert.barnes3@us.army.mil @ 706-791-7882.

// Original Signed//

TYRONNE L. SMOOT
CSM, USA
Commandant