



DEPARTMENT OF THE ARMY
UNITED STATES ARMY NONCOMMISSIONED OFFICER ACADEMY
FORT SILL, OKLAHOMA 73503-5600

ATSF-W

7 June 2011

MEMORANDUM FOR All Personnel Assigned or Attached to the USA NCO Academy, Fort Sill, Oklahoma, 73503

SUBJECT: NCO Academy Policy Letter #39, Course Dismissal for Misconduct

1. All Soldiers are subject to dismissal for misconduct. IAW AR 350-1:

a. Paragraph 3-14 b. Under certain conditions, students may be dismissed from courses before course completion. To protect students from unfair, illegal, or prejudicial practices, school commandants and commanders will publish policies and establish procedures to determine if students should be dismissed from training for miss conduct. Policy and procedures will ensure timely execution of review.

(1) Personal conduct is such that continuance in the course is not appropriate (for example, students violate regulations, policies, or established discipline standards). No formal adjudication of guilt by a military or civilian court or by a commander under Article 15 of the UCMJ is necessary to support dismissal under this paragraph.

(2) A negative attitude or lack of motivation is prejudicial to the interest of other students in the class will be subject to dismissal from any NCOA course.

- i. Paragraph 3-14 f. Dismissals for misconduct, lack of motivation, academic deficiency, or failure to maintain physical fitness or height and weight standards will be annotated on the individual's DA Form 1059, if applicable, in accordance with AR 623-3. Foreign student dismissals are in accordance with AR 12-15.
- ii. Students will be dismissed for plagiarism on any essay or any written assignment and receive a failed to achieve course standards on their Academic Evaluation Report (AER). Students will be dismissed for failing to turn in work that is not their own work i.e. the work of a fellow or previous student, also referred to as cheating. Students will be dismissed for submitting any essay or written assignment that the student has previously submitted for credit to any institution such as an NCO Academy or college level school. All assignments will be new and original work of that student.
- iii. (Note) to avoid plagiarism: your research paper is collaboration between you and your sources. To be fair and ethical, you must acknowledge your debt to the writers of these sources. If you don't, you are guilty of plagiarism, a serious academic offense. Three different acts are considered plagiarism: (1) failing to cite quotations and borrowed ideas, (2) failing to enclose borrowed language

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in quotation marks, and (3) failing to put summaries and paraphrases in your own words. Students must ensure they read and follow the handouts and instructions in each school.

(3) IAW AR 600-8-2, officers, warrant officers, and enlisted Soldiers disenrolled for disciplinary reasons may be flagged. Enlisted Soldiers disenrolled for misconduct may be barred from reenlistment IAW AR 601-280 and AR 140-111. Commanders may initiate separation proceedings IAW AR 635-200, AR 600-8-24, AR 135-175 and AR 135-178.

2. All Soldiers will adhere to the policies and procedures outlined in AR 600-20 and may be subject to UCMJ proceedings under AR 27-10. If any Soldier fails to comply with the standards they will counseled on DA Form 4856 which is forwarded to the Commandant for further actions. For example: inappropriate relationship, late to formation, drunk on duty, DUI or arrests and disrespect to a senior NCO/SGL.

3. The NCO Academy is a place where professionals come to enhance their abilities as leaders. It is imperative that all Soldiers act in a professional manner so that they have the opportunity to better themselves.



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Commandant