



DEPARTMENT OF THE ARMY
UNITED STATES ARMY WARRANT OFFICER CAREER COLLEGE
5302 OUTLAW ST – SWARTWORTH HALL
FORT RUCKER, ALABAMA 36362-5000

REPLY TO
ATTENTION OF:

ATSW-CD

19 January 2018

MEMORANDUM FOR Students, Warrant Officer Senior Service Education/Warrant Officer Intermediate Level Education

SUBJECT: Distance Learning Prerequisites

1. References:

- a. Army Regulation 350-1, Army Training and Leader Development (10 December 2017).
- b. TRADOC Pamphlet 525-8-2, The U.S. Army Learning Concept for Training and Education (1 April 2017).

2. The US Army Warrant Career College (USAWOCC) is the proponent for both the Warrant Officer Senior Service Education (WOSSE) and the Warrant Officer Intermediate Level Education (WOILE) courses.

3. Human Resources Command (HRC) Career Managers supervise quotas and schedule active duty and reserves Warrant Officer (WO) attendance for the Warrant Officer Senior Service Education (WOSSE) and the Warrant Officer Intermediate Level Education (WOILE) courses, for both Phase 1 (DL) and Phase 2 Resident portions. The National Guard Bureau Career Managers supervise quotas and schedule National Guard member WO attendance for the WOSSE and WOILE Phase 1DL and Phase 2 resident portions.

4. The WOSSE is the capstone branch immaterial course for Warrant Officer Professional Military Education (PME) for senior field grade warrant officers.

- a. The WOSSE consists of a 48-hour Distance Learning (DL) block of instruction, Phase 1, followed by a four-week instructional resident portion held at Fort Rucker, AL, Phase 2.
- b. All WOSSE students are given 60 days to complete the mandatory DL block of instruction. Phase 1 DL completion is a prerequisite for Phase 2 resident attendance.

5. The WOILE is a branch immaterial course designed for field grade warrant officers.

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- a. The WOILE consists of a 27-hour Distance Learning (DL) block of instruction, Phase 1, followed by a five-week instructional resident portion held at Fort Rucker, AL, Phase 2.
 - b. All WOILE students are given 90 days to complete the mandatory DL block of instruction. Phase 1 DL completion is a prerequisite for Phase 2 resident attendance.
 - c. WOILE students must register 120 days prior to the commencement of WOILE and be DL complete 30 days prior to the start of the resident portion.
 - d. Enrollments under 60 days prior to WOILE commencement are not allowed.
6. Phase 1 DL requirements must be finished before attendance to either the WOSSE or WOILE Phase 2 resident courses.
7. DL course extensions are not authorized. However, WOSSE/WOILE DL Course Managers have the authority to evaluate emergency situations on an individual basis. Technical issues, operational demands, and personal commitments are not grounds for course extensions.
8. Due to course requirements and instructor and student interaction, students in WOILE/WOSSE are assigned a specific Phase 1 DL group that directly correlates with the associated Phase 2 resident course. All students may have up to 18 months between completing the Phase 1 DL and attending the Phase 2 resident WOSSE/WOILE course.
- a. If attendance at the appropriate Phase 2 resident course does not occur within 18 months after DL completion, then the entire Phase 1 DL must be repeated.
 - b. Direct coordination is authorized with the USAWOCC Deputy Commandant of the National Guard or the USAWOCC Deputy Commandant of the Army Reserves and the particular WOSSE/WOILE course managers for issue resolution.
9. Students are responsible for completing all Phase 1 DL course work before attending the Phase 2 WOSSE/WOILE resident course. Students will be disenrolled in the WOSSE/WOILE course if:
- a. The student is enrolled in phase 1 DL and becomes an academic failure.
 - b. The student fails to complete the Phase 1 DL within the allotted time (60 days for WOSSE and 90 days for WOILE).
 - c. The students fails to participate in DL as outlined by course requirements.

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10. If WOSSE/WOILE Phase 1 DL requirements are not satisfied, the following actions will occur:

- a. DL managers are required to generate a DA Form 4856 explaining to the WO, the consequences for not completing the Phase 1 DL.
- b. DL managers will notify the WO's Branch Manager over the failure of the WO to complete DL requirements.
- c. Individuals who fail to complete DL requirements must wait six months before reapplying for the WOSSE/WOILE course.
- d. Application for reenrollment must include the following two memorandums:
 - 1) A memorandum from the first O-6 in the member's chain of command, stating what actions the command will take to help the service member successfully complete the Phase 1 DL requirements upon reenrollment.
 - 2) A memorandum from the service member, stating what actions he or she will take to avoid Phase 1 DL failure upon reenrollment.

11. This DL policy took effect 1 January 2017, 2nd quarter, FY17. Any students who began any portion of the DL requirements prior to this date will be exempt from this policy and considered "grandfathered". Students who enroll in either WOILE or WOSSE phase 1 DL on or after 1 January 2017 must meet the 18 month DL timeframe requirement.

12. POC is Dr. Lisa Lawson at (334) 255-9538 or lisa.j.lawson.civ@mail.mil.



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