



**DEPARTMENT OF THE ARMY**  
US ARMY ADJUTANT GENERAL SCHOOL  
10,000 LIBERTY DIVISION ROAD  
FORT JACKSON SOUTH CAROLINA 29207

**May 08, 2024**

Basic Officer Training Division (BOTD)

Junior Officer:

If you are receiving this welcome packet, we are currently tracking your reservation for the Adjutant General Basic Officer Leader Course (AGBOLC). As BOTD, we look forward to your arrival at AGBOLC. My objective is to facilitate your growth as an Army and Human Resources Officer and provide you with the requisite tools to develop teams that will enable your success in this course and your career. It will be a challenging and rewarding experience. You will be treated as a **Commissioned Officer** and I expect you to carry yourself as such throughout the duration of the course. Each Officer, regardless of commissioning source or service component, will be treated fairly and equally – conversely, each officer will represent the Army vocation with dignity, honor, and respect.

**Prior to the class beginning, there will be an administrative formation outside of IHG, 7550 Cherbourg St at 1700, as dictated by your orders, report date in your duty uniform (OCPs), however, class officially begins the next day. If you do not have your army.mil MS Teams, please ensure you have one prior to class.**

If you are not scheduled to attend this course or do not have orders to Fort Jackson, please contact your AG branch manager or unit S-3 for guidance as soon as possible. The AG school will not provide your orders. After reading the materials of this welcome packet, address questions concerning billeting, early arrival, and the leave/pass policy through Alpha Company, 369th AG BN at (803) 751-8141 or via the Company Commander, CPT Liam Swan, at [liam.p.swan.mil@army.mil](mailto:liam.p.swan.mil@army.mil).

You must meet height and weight requirements or body fat standards. You will be required to weigh-in and take an ACFT within the first three weeks of the course.

Please read and understand all the attachments included in your welcome packet. Attached you will find the directions to register for the Blackboard collaboration site where you can view additional information pertaining to the class.

Again, I look forward to working with you during AGBOLC. If you have any further questions or need additional assistance, contact me via email at [jamar.s.sherman.mil@army.mil](mailto:jamar.s.sherman.mil@army.mil).

Sincerely,

///ORIGINAL SIGNED///  
LAURA C. ROLLINS  
MAJ, AG  
BOTD Chief