

AR 601-100

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Personnel Procurement

Appointment of Commissioned and Warrant Officers in the Regular Army

This is a reprint of AR 601-100,
15 August 1981.

Headquarters
Department of the Army
Washington, DC
14 August 1985

A Transition

This is the first step in publishing AR 601-100 as an UPDATE publication. Because the Baltimore Publication Center exhausted its supply of this publication, we chose to reprint the current material in the UPDATE format and incorporate any previously published permanent changes.

Over the next few years, all Army regulations and many DA pamphlets will be converted to the UPDATE format. Some will appear as separate publications, like this one; others will be combined with related publications and will be published as handbooks like the All Ranks Personnel UPDATE.

The objective of UPDATE is to reduce the administrative burden on you, the user, and to improve the communications value of Army publications. Under UPDATE, a publication is printed at regularly scheduled times, and each printing includes all the changes made to the publication since its last printing. You might say that UPDATE publications are throw-away books; you simply discard the old issue when you get the new one. Under UPDATE, the "posting of changes" is a thing of the past.

Every UPDATE issue contains a Summary of Change. In a reprint like this one the summary states that the printing of the publication is transitional and that any current permanent changes have been incorporated into the publication. In subsequent printings of the publication, the summary will outline any new major changes that have been made to the publication since it was reprinted. Look for this summary in the front of every issue. It should help you zero in on areas that need your immediate attention.

If you need additional copies of this reprinted publication, complete DA Form 4569 (USAAGPC Requisition Code Sheet), and send it to the Baltimore Publications Center.

The Editors

SUMMARY of CHANGE

AR 601-100

Appointment of Commissioned and
Warrant Officers in the Regular Army

This is a transitional reprint of this publication which places it in the new UPDATE format. Any previously published permanent numbered changes have been incorporated into the text.

UPDATE Change Highlighting

The two techniques shown below are used to help readers identify new changes in administrative publications.

UPDATE Cancel and Underscore Technique

1.

Original text as it appeared in the base publication:

The quick brown fox jumped over the lazy dog.

2.

Change text as it appears in a current UPDATE issue:

The quick ~~brown~~ gray fox jumped ~~over~~ on the lazy dog.

3.

Fresh text as it will appear in the next UPDATE issue:

The quick gray fox jumped on the lazy dog.

UPDATE Tint Technique

1.

Text as it appeared in the base publication:

2-183. Nuclear Weapons Maintenance Specialist (Nuc Wpn Maint Sp), MOS 55G

a. Major duties. Supervises or performs organizational, direct support, and general support maintenance and surveillance of nuclear weapons, nuclear weapons trainers, and associated components. Other major duties for MOS 55G are at the following skill levels:

(1) MOSC 55G10. Assists in inspection, assembly, maintenance, and surveillance of nuclear weapons and nuclear weapon trainers, and their associated electrical, mechanical, and nuclear components.

(2) MOSC 55G20. Inspects assembles, maintains, and performs surveillance of nuclear weapons and nuclear weapons trainers and their associated electrical, mechanical, and nuclear components.

(3) MOSC 55G30. Supervises and inspects nuclear weapons maintenance operations.

2.

Restructured change text as it appears in a current UPDATE issue:

2-183. Nuclear Weapons Specialist (Nuc Wpn Sp), MOS 55G

a. Major duties. Supervises or performs organizational, direct support and general support maintenance and surveillance of nuclear weapons, nuclear weapons trainers, and associated components. Other major duties for MOS 55G are at the following skill levels:

(1) MOSC 55G10. Assists in inspection, assembly, maintenance, and surveillance of nuclear weapons, nuclear weapons trainers, nuclear components, and their associated electrical/electronic/mechanical components; and inspects and calibrates nuclear weapons test equipment.

(2) MOSC 55G20. Inspects, assembles, maintains and performs surveillance of nuclear weapons, nuclear weapons trainers, nuclear components, and their associated electrical/electronic/mechanical components; and inspects and maintains test equipment and assists in the inspection, test and repair of nuclear weapons test equipment.

(3) MOSC 55G30. Inspects, tests and repairs nuclear weapons test equipment; and supervises and inspects nuclear weapons maintenance operations.

3.

Text as it will appear in the next UPDATE issue:

2-183. Nuclear Weapons Specialist (Nuc Wpn Sp), MOS 55G

a. Major Duties. Supervises or performs organizational, direct support and general support maintenance and surveillance of nuclear weapons, nuclear weapons trainers, and associated components. Other major duties for MOS 55G are at the following skill levels:

(1) MOSC 55G10. Assists in inspection, assembly, maintenance, and surveillance of nuclear weapons, nuclear weapons trainers, nuclear components, and their associated electrical/electronic/mechanical components; and inspects and calibrates nuclear weapons test equipment.

(2) MOSC 55G20. Inspects, assembles, maintains and performs surveillance of nuclear weapons, nuclear weapons trainers, nuclear components, and their associated electrical/electronic/mechanical components; and inspects and maintains test equipment and assists in the inspection, test and repair of nuclear weapons test equipment.

(3) MOSC 55G30. Inspects, tests and repairs nuclear weapons test equipment; and supervises and inspects nuclear weapons maintenance operations.

Distribution: There has been no special distribution made of this reprint issue. It is printed as a stock item for the Baltimore Publications Center. AR 601-100 distribution is A for Active Army, ARNG, and USAR.

Subscription Information: This is a reprint of the current publication.

Resupply: Limited copies of this UPDATE publication are available from the Baltimore Publications Center. Complete DA Form 4569 (USAAGPC Requisition Code Sheet) accordingly.

Locator Sheets: Until all publications are converted to the UPDATE format, the sequence of a "library" can be maintained by inserting this publication in the appropriate looseleaf binder where other publications are stored.

Editorial Comments: This UPDATE publication contains editorial comments that are not in the original standard version. These comments were inserted when there was a need to clarify the placement of an element of text (for example, the location of a referenced table). These comments are set in bold italic type and enclosed in parentheses.

Placement of Tables, Figures, Appendixes, and "R" Forms:

• Full page tables, figures and appendixes (in that order) in UPDATE publications are located after the last chapter of the related publication. Less than full-page tables and figures will be placed nearest the first cited reference in the publication.

• All reproducible forms (R forms) included in UPDATE publications are located at the back of this publication in numerical sequence beginning with DA Forms.

A Special Note About Forms and Local

Reproduction: Forms are one of the Army's basic work tools. As the successful use of forms is closely related to the effective and efficient handling of personnel actions, the following general information about locally reproducible forms may be helpful to you:

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• The authority for local reproduction of DD Forms and their use is given in the directive.

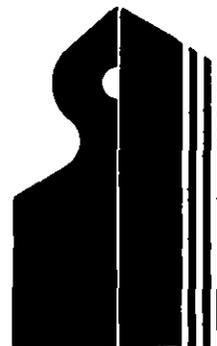
• Sources for forms not authorized for local reproduction are the AG publications centers or as stated in the authorizing directive. Since these forms may NOT be reproduced locally, they must be requisitioned.

• The copies of "R" forms at the back of publications printed in UPDATE are for your use in making local reproduction. Have them printed through your Forms Management Officer (FMO). In accordance with AR 310-1, paragraphs 4-26 and 4-28, the FMO may authorize the reproduction of a form in a modified format more convenient to local users. Those provisions permit back-to-back printing, carbon sets, and continuous construction for word processing use.

• AR 310-1 also authorizes overprinting of locally fixed processing information. The idea behind this authorization to overprint is to reduce the amount of time a typist has to spend repeating local standardized requirements.

• The rules for procuring printing differ from place to place; therefore, your FMO may not be able to approve the printing. In such a case the decision to overprint, or not to overprint, locally required information would be made at the lowest level where printing decisions are made.

The forms and local reproduction program offers you an opportunity to reduce your administrative burden and to save precious manhours for your unit.



This is the signature of an Army UPDATE publication.

The relationship of pen and book in this mark depicts printed communications—ideas disseminated rapidly and accurately in an economically and aesthetically beneficial manner to serve and to be conveniently used by a large audience.

Effective 15 September 1981

Personnel Procurement

Appointment of Commissioned and Warrant Officers in the Regular Army

This UPDATE issue is a reprint of the original form of this regulation that was published on 15 August 1981. Since that time, no changes have been issued to amend the original.

By Order of the Secretary of the Army:

E. C. MEYER
General, United States Army
Chief of Staff

Official:

ROBERT M. JOYCE
Brigadier General, United States Army
The Adjutant General

Summary. This revision updates the policy and procedures for applying and being appointed as commissioned and warrant officers in the Regular Army. Defense Officer Personnel Management Act (DOPMA) provisions will be announced in the near future.

Applicability. See paragraph 2.

Supplementation. Supplementation of this regulation is prohibited except upon approval of HQDA(DAPC-OPP-P), ALEX VA 22332.

Suggested Improvements. The proponent agency of this regulation is the US Army Military Personnel Center. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA(DAPC-OPP-P), ALEX VA 22332.

Neutral language. The words "he," "his," "him" when used in this publication represent both men and women unless otherwise stated.

Distribution. Active Army, ARNG, USAR—A

Contents (Listed by paragraph number)

Chapter 1

General Provisions

Section I

General

Purpose • 1-1

Applicability • 1-2

Sources of personnel • 1-3

Explanation of terms • 1-4

Status reports and applicant status changes • 1-5

Evaluation Boards • 1-6

Effect of a delay in tendering an appointment • 1-7

Probationary period • 1-8

Service obligations • 1-9

Section II

Eligibility Requirements

General • 1-10

Citizenship (18 USC 1426(h)) • 1-11

Character • 1-12

Ineligibles • 1-13

Military or civil court convictions or juvenile offenses • 1-14

Willingness to give unrestricted military service to the United States • 1-15

Loyalty • 1-16

Service potential before retirement eligibility or release from active duty • 1-17

Active duty status • 1-18

Determination of grade in which applicants will be appointed (10 USC 3288, 3290, 3291, 3292, 3294) • 1-19

Age requirements • 1-20

Education • 1-21

Security requirements • 1-22

Medical and physical fitness requirements (10 USC 3285(4)) • 1-23

Special requirements for appointment and assignment to military intelligence specialties • 1-24

Section III

Applications

DA Form 61 (Application for Appointment) • 1-25

Branch and specialty preferences for commissioned officer appointments • 1-26

Procurement program • 1-27

Additional documents • 1-28

Submission time of applicants • 1-29

Submission of application • 1-30

Reapplication • 1-31

Chapter 2

Commissioned Officer Procurement Programs

Section I

From Enlisted and Warrant Officer Status (not applicable for appointment in the Special Branches)

General • 2-1

Action by commanders • 2-2

Action by major commanders • 2-3

Section II

Distinguished Graduates of the Army Office Candidate Course

General • 2-4

Procedures • 2-5

Application • 2-6

Section III

Distinguished Military Graduate, Senior Reserve Officers' Training Corps (ROTC)

General • 2-7

Eligibility • 2-8

Application period • 2-9

Responsibility of applicant • 2-10

Responsibility of Professors of Military Service (PMS) • 2-11

Responsibility of ROTC region commanders • 2-12

Application deadlines and their effect on appointment dates of selectees • 2-13

Branch and special assignments • 2-14

Graduate study • 2-15

*This regulation supersedes AR 601-100, 29 October 1974, including all changes.

Contents—Continued

Section IV

Reserve Officers' Training Corps (ROTC) Financial Assistance Program Scholarship Cadets

- General • 2-16
- Eligibility • 2-17
- Application • 2-18
- Action by Professors of Military Science (PMS) • 2-19
- Action by ROTC region commanders • 2-20
- Branch and specialty assignments • 2-21
- Application submission deadlines and notification of selection • 2-22
- Graduate Study • 2-23

Section V

Army Officers on Active Duty

- General • 2-24
- Application • 2-25
- Responsibility of major commanders • 2-26

Section VI

Technical Specialists

- General • 2-27
- Responsibility of major commanders • 2-28
- Application • 2-29

Section VII

Former Officers and Nonobligated Officers

- General • 2-30
- Application • 2-31
- Responsibility of CG, RCPAC • 2-32
- Special training • 2-33

Section VIII

College Graduates Not Eligible to Apply for Regular Army Appointment Under Other Sections of This Regulation

- General • 2-34
- Application • 2-35
- Responsibility of major commanders • 2-36
- Special training • 2-37

Section IX

Officers Selected for Temporary Promotion from Secondary Zones

- Selection • 2-38
- Notification of selection • 2-39

Section X

Appointment of Chaplains

- General • 2-40
- General eligibility requirements • 2-41
- Age and special eligibility requirements • 2-42
- Medical and physical fitness requirements • 2-43
- Application • 2-44
- Responsibility of major commanders • 2-45
- Action within HQDA • 2-46
- Service credit • 2-47
- Grade determination • 2-48

Section XI

Appointment in The Judge Advocate General's Corps

- General • 2-49
- Sources of personnel • 2-50

Age and special eligibility

- requirements • 2-51
- Period of observation • 2-52
- Action within HQDA • 2-53
- Service credit • 2-54
- Grade determination • 2-55

Section XII

Appointment in the Corps of the Army Medical Department

- General • 2-56
- General eligibility requirements • 2-57
- Restrictions on appointment in the MSC and VC • 2-58
- Age • 2-59
- Educational and professional requirements • 2-60
- Sources of personnel • 2-61
- Active duty applicants and special evaluation report requirements • 2-62
- Applications • 2-63
- Reapplication • 2-64
- Service credit • 2-65
- Grade determination • 2-66

Chapter 3

Posthumous Appointments

- General • 3-1
- Authority to issue appointments • 3-2
- Conditions under which appointments may be issued • 3-3
- Submission of recommendation for appointment • 3-4
- Effective date • 3-5
- Bonus, gratuity, pay, or allowance (10 USC 1523) • 3-6

Chapter 4

Selection and Appointment Procedures

- Selection and appointment in the Regular Army • 4-1
- Service credit and permanent grade determinations • 4-2
- Date of rank determination • 4-3

Chapter 5

Consummation of Appointment in the Regular Army

Section I

- Selection Notification*
- Notification • 5-1
- Contingencies • 5-2

Section II

- Appointment Notification*
- General • 5-3
- Tender of appointment as commissioned officers • 5-4

Section III

- Consummation of Appointment*
- General • 5-5
- Action required of all selectees • 5-6
- Reporting disposition of appointees • 5-7
- Declination of appointment • 5-8

Section IV

- Delay in Acceptance of Appointments*
- General • 5-9
- Request for delay • 5-10

- Processing the request for delay • 5-11

Section V

Initial Duty Assignment Orders

- General • 5-12
- Issuance of initial assignment orders • 5-13
- Action by appointees • 5-14
- Action by major commanders (excluding ROTC region commanders) • 5-15

Chapter 6

Warrant Officer Procurement Program

Section I

Special Eligibility Requirements and Application Procedures

- General • 6-1
- Sources of personnel • 6-2
- Qualifications • 6-3
- Invitation to apply • 6-4
- Application procedures • 6-5
- MILPERCEN responsibilities • 6-6

Section II

Appointment

- Tender of appointment • 6-7
- Creditable service • 6-8
- Determination of RA grade and date of rank • 6-9
- Temporary grade • 6-10
- Dual appointment status • 6-11
- Probationary period • 6-12
- Regular Army service obligation • 6-13

Chapter 1 General Provisions

1-1. Purpose

This regulation prescribes the policy, eligibility requirements and administrative procedures for applying for appointment in the Regular Army (RA) as a commissioned officer (except as stated in para 1-3a(1)) or a warrant officer. The RA will be maintained at the authorized commissioned officer and warrant officer strengths (10 USC 3202, 3204, 3205, 3206, 3207, 3209, 3211, 3213), through procurement programs which will obtain the required numbers and types of officers of high military merit by the full use of all sources of potential RA officers.

1-2. Applicability

This publication applies to the Active Army, Army National Guard (ARNG), and the US Army Reserve.

1-3. Sources of personnel

a. Commissioned officers for the RA will be procured from—

(1) Graduates of the US Military, Naval, and Air Force Academies who request initial appointment in the US Army and who are acceptable to the Secretary of the Army, as authorized by 10 USC 541 and 4353.

(2) Enlisted personnel and warrant officers eligible for appointment as commissioned officers (sec I, chap. 2).

(3) Distinguished graduates of Active Army officer candidate courses (sec II, chap. 2).

(4) Distinguished military graduates, Senior Reserve Officers' Training Corps (ROTC) (sec III, chap. 2 (10 USC 2106)).

(5) Graduates of the Scholarship Program, Senior ROTC (sec IV, chap. 2) (10 USC 2107).

(6) Reserve Component officers on active duty for appointment and assignment in the basic branches (sec V, chap. 2).

(7) Technical specialists for appointment in the basic branches (sec VI, chap. 2).

(8) Former officers and nonobligated personnel for appointment in the basic branches (sec VII, chap. 2).

(9) College graduates not eligible to apply for RA appointment under other sections of this regulation (sec VIII, chap. 2).

(10) Reserve Component officers on active duty who were selected for promotion from secondary zones (sec IX, chap. 2).

(11) Reserve Component chaplains on active duty for appointment as chaplains (sec X, chap. 2).

(12) Reserve Component Judge Advocate General's Corps (JAGC) officers on active duty for appointment in the JAGC (sec XI, chap. 2).

(13) Reserve Component Army Medical Department (AMEDD) officers on active duty for appointment in the branches of the AMEDD (sec XII, chap. 2).

b. Warrant officers for appointment in the RA will be procured from Reserve Component Warrant officers on active duty (chap. 6).

1-4. Explanation of terms

a. *Accredited institution or training program.* A university, college, hospital, school, curriculum, or training program which is—

(1) Approved by or holds membership in a State, regional, or national accrediting agency or professional association, or

(2) Listed in the current Education Directory, Colleges and Universities, published by the US Department of Education. Accreditation of the institution or program must have been effective on or before the date an applicant attains the qualifying education or professional training required for appointment in the RA.

b. *Active commissioned service (ACS).* Continuous active Federal commissioned service (AFCS) in the Active Army based on a service agreement or order to active duty for more than 90 days. Unless otherwise stated, periods of 90 days or less of active duty or active duty for training may not be combined to total over 90 days.

c. *Appointee*

(1) A selectee who has been nominated by the President and confirmed by the Senate, or is subject to confirmation on termination of a Congressional recess, for an RA appointment as a commissioned officer.

(2) A warrant officer who has been selected by an RA warrant officer selection board and approved by the Secretary of the Army for an RA appointment as a warrant officer.

d. *Armed Forces.* US Armed Forces.

e. *Basic date.* The date that results when all service creditable for the particular RA program for which the applicant is applying is subtracted from the date on which he takes the oath of office accepting the RA appointment.

f. *Contingency.* An unfulfilled eligibility requirement which must be resolved for a selectee or appointee.

g. *Distinguished military graduate (DMG).* An ROTC Cadet who—

(1) Is designated a DMG by the Professor of Military Science (PMS) or Commander, US Army Reserve Components Personnel and Administration Center (RCPAC), as appropriate, on graduation;

(2) Was previously designated a distinguished military student (DMS), and has maintained the required academic standards throughout the course;

(3) Has completed the advanced course, Senior ROTC, to include training at advanced camp;

(4) Has been awarded a baccalaureate degree, or has a statement from the head of the college that—

(a) All requirements for a baccalaureate degree have been completed.

(b) The degree will be given to the cadet at the next regular commencement.

h. *Distinguished military student.* An ROTC cadet enrolled in the advanced course, senior ROTC, at a college and, because of his high scholastic standing and leadership, he is known to be outstanding by both the PMS and the school officials.

i. *Effective date of appointment.* The date on which an RA appointee accepts his appointment—generally the date on which he takes his oath of office and signs the DA Form 71 (Oath of Office-Military personnel).

j. *Major commanders.* Those commanders exercising general courts-martial jurisdiction, to include the commanders of the three Continental US Armies, the ROTC region commanders, and the Chiefs of the Army General and Special Staff agencies at HQDA.

k. *Medical doctor or physician.* A doctor of medicine or osteopathy.

l. *Procurement program number.* A code number which identifies a particular RA officer procurement program (app A, AR 601-110).

m. *Scholarship cadet.* An ROTC student who had applied for and been selected for the Army ROTC Financial Assistance Program (sec V, chap. 3, AR 145-1, and 10 USC 2107).

n. *Selectee.* An individual selected for appointment as a commissioned or warrant officer in the RA by a DA Regular Army Selection Board (RASB) who is a—

(1) Commissioned officer—not yet nominated by the President to the Senate for confirmation.

(2) Warrant officer—not yet approved by the Secretary of the Army.

a. *Year group (YG).*

(1) For commissioned officers, all those whose basic dates fall within the same fiscal year.

(2) For a warrant officer, that year which results when the total years of active Federal Service (AFS) completed by the warrant officer as of the end of the current FY is subtracted from the current FY.

1-5. Status reports and applicant status changes

HQDA will not furnish status reports to each applicant. They will be notified of their appointment status through their major commanders. Pending final action on appointment by HQDA, any changes in an applicant's status will be reported through the appropriate major commander to HQDA (DAPC-OPP-P), Alexandria, VA 22332. Changes of address will be sent to HQDA (DAPC-OPP-P) and to the appropriate major commander by DA Form 3955 (Change of Address and Directory Record).

1-6. Evaluation Boards

a. These boards will decide the acceptability of the professional and technical qualifications of the applicants who apply under the provisions of—

(1) Chapter 2, section I (excluding RA warrant officers).

(2) Chapter 2, section VI.

(3) Chapter 2, section VII. (Excluded are former commissioned officers who had been separated from the Armed Forces for 1 year or less on the date of application and commissioned officers who are USAR members.)

b. Major commanders will establish evaluation boards needed to handle all of the applicants within or near each major commander's geographical area of responsibility. Each will include at least three RA field grade officers. All members of the board must be senior in grade to the applicant or to his potential grade in the RA. One member of the board will be a member of the applicant's first choice of branch. When a female applicant is to be evaluated, at least one member of the board will be a female RA officer. If a field grade female officer is not available, a company grade female officer of the RA may be substituted, provided the seniority requirement above is met. Three officers will constitute a quorum.

c. When necessary, major commanders will use scientists and engineers who are members of the Army Reserve research and development groups.

d. The evaluation board will—

(1) Supervise the administration of required tests.

(2) Record the findings on the appropriate forms.

(3) Insure that the application is complete for the RA appointment program for which the applicant requests consideration.

(4) Inform the applicants of the competitiveness of the programs under which they are applying.

(5) Not be given access to or be allowed to examine the application or related papers of the applicant before he has completed the interview form for the specific RA appointment program.

(6) Send the applications and related papers to the appropriate commander as stated in paragraph 1-30a. The commander, in turn, will score all testing instruments and will send the complete application to HQDA(DAPC-OPP-P), Alexandria, VA 22332. (See table 2-1 for documents required to process applications under these four RA appointment programs and the number of copies to be sent to HQDA.) All applications will be processed and forwarded so that the evaluation board can complete its action within 2 weeks after receipt of the application.

e. If applicant must travel to appear before the board, the president of the board will request the major commander in whose geographical jurisdiction the applicant is stationed or resides to issue the orders and state the date of arrival. Travel and other expenses incurred by applicants not on active duty are not chargeable to the DA.

f. Military Personnel Records Jackets (MPRJ) of applicants who have been transferred to another command jurisdiction prior to their appearance before the evaluation board, will be forwarded promptly by the losing commander to the gaining commander. The transmittal letter will contain a summary of the processing actions completed.

1-7. Effect of a delay in tendering an appointment

The confirmation date is when the US Senate confirms the President's nomination of the applicants for appointment as commissioned officers in the RA. The appointment date is when the appointee signs the DA Form 71 (Oath of Office-Military Personnel). A delay between the confirmation date and the acceptance date will adversely affect the date of rank of the appointees not on active duty. Therefore, the time limits for completing actions will be complied with by all concerned. This will prevent penalizing appointees.

1-8. Probationary period

Commissioned and warrant officers begin a probationary period effective on the date of acceptance of the RA appointment. Those who have less than 3 years of continuous RA service as commissioned or warrant officers may be involuntarily discharged during the probationary period under 10 USC 3814 or 1165.

1-9. Service obligations

Service obligations of appointees who accept commissioned or warrant officer appointments in the RA are as follows: An exception is when the officer is relieved from active duty sooner under regulations prescribed by the Secretary of the Army.

a. Commissioned and warrant officers will serve at least 3 years of active service, except as in (1) and (2) below, effective from the date of acceptance of the RA appointment.

(1) Graduates of the ROTC Scholarship Program incur a 4-year active service obligation (10 USC 2107(b)(6)).

(2) Graduates of the US Military, Naval, and Air Force Academies incur a 5-year active service obligation (10 USC 4383 (a) (2)).

b. An applicant who resigned from a former RA commissioned or warrant officer appointment will incur a 3-year active service obligation upon acceptance of a new RA appointment.

c. Commissioned and warrant officers appointed in the RA will serve a total of at least 6 years in the Armed Forces. Any part not served on active duty will be performed in a Reserve component to complete a total of 6 years (10 USC 651). Student status at the US Military, Air Force, or Naval Academies does not count toward the 6 years total service (10 USC 3287(b) and (c)).

d. Any other service obligations that are incurred per AR 635-120 must be completed.

Section II Eligibility Requirements

1-10. General

This section prescribes the general eligibility requirements for commissioned and warrant officer appointments in the RA.

1-11. Citizenship (18 USC 1426(h))
An applicant must be a US citizen (10 USC 3285(1)). If a citizen by birth, send proof of birth with the application. If a citizen other than by birth in the United States, submit a statement signed by an Army officer, a notary public, or another person authorized by law to administer oaths, to read as stated in a, b, or c below. Facsimiles or copies (photographic or otherwise) of the original or certified copies of the documents referred to in a, b, and c below are illegal, and not acceptable.

a. Statement required for a citizen by naturalization:

I have this date, . . . seen the original certificate of citizenship, No. . . . (or certified copy of the court order establishing citizenship) stating that . . . (Full name) . . . was admitted to United States citizenship by court of . . . (County) . . . (State) . . . on . . . (Date) . . .

b. Statement required for an applicant who claims citizenship through naturalization of parent:

I have this date, . . . (Date) . . . seen the original certificate of citizenship, No. . . . issued by the Department of Justice, Immigration and Naturalization Service, stating that . . . (Full name) . . . acquired citizenship on . . . (Date) . . .

c. Proof of birth of citizens born outside of the United States. Children born outside of the United States of a parent or of parents who are United States citizens acquire citizenship through the parent or parents.

(1) Citizenship verification of persons born abroad of an American parent or parents will be established in one of the following ways:

(a) Presentation by applicant of a certified copy of a Department of Justice Immigration and Naturalization Service Form N-560, Certificate of Citizenship.

(b) Presentation by applicant of a certified copy of a Department of State Form 1350, Certification of Birth Abroad of a Citizen of the United States of America.

(c) Presentation by applicant of a certified copy of a Foreign Service Form 545, Certification of Birth Abroad of a Citizen of the United States of America.

(d) Presentation by applicant of a certified copy of a Foreign Service Form 240, Report of Birth, Child Born Abroad of American Parent or Parents.

(2) Statement required for an applicant who claims citizenship under paragraph (1) above.

I have this date . . . seen a certified copy of the proof of citizenship of . . . (Full name) . . . , born abroad of american parents or parent . . . (Agency name, form number, title, and date of document) . . . and certify that the facts stated in that document are true and correct, to the best of my knowledge and belief.

(3) If the applicant does not have any of the documents listed in (1) above, a copy of

DS Form 545 may be obtained from the Passport Office, Department of State, WASH DC 20524. A copy of FS Form 240 is free if the applicant states that it is needed for appointment in the US Army. To obtain a copy of Form N-560, applicant must contact the nearest Immigration and Naturalization Office and complete Form N-600, Application for Certificate of Citizenship.

1-12. Character

Applicant must be of good moral character (10 USC 3285(3)).

1-13. Ineligibles

The following individuals are not eligible to apply for appointment in the RA if they have been—

a. Separated from any of the Armed Forces by elimination or resignation in lieu of elimination for the good of the service.

b. Dropped from the rolls of any of the Armed Forces.

c. Removed from office under the criminal laws of the United States.

d. Eliminated (or about to be eliminated) from active service in the Armed Forces because of having twice failed to be selected for a temporary or permanent promotion.

e. Separated by resignation from any of the Armed Forces after being notified of their second nonselection for temporary or permanent promotion. An exception is former commissioned officers on active duty as warrant officers who are eligible for appointment as RA warrant officers.

f. Separated from any of the Armed Forces with other than an Honorable discharge.

g. Retired from any of the Armed Forces.

h. If they will be unable to complete at least 10 years of AFCS by the date they will complete 20 years AFS.

i. If they cannot complete 20 years AFCS prior to their 55th birthday (10 USC 3286(b)).

1-14. Military or civil court convictions or juvenile offenses

Applicant must not have been adjudged a youthful offender and must have a record free of convictions by any type of military or civil court. A request for a waiver of a conviction of an offense or unfavorable juvenile court decision will be submitted in affidavit form or will be supported by documentary evidence citing the offense, the court action, and the judgment and sentence rendered.

a. A waiver granted on or after 18 July 1980 to qualify an individual for a commissioned officer or warrant officer appointment in the USAR or ARNGUS will be accepted as a waiver for appointment in the RA.

b. A waiver granted by MILPERCEN on or after 18 July 1980 for a Reserve Component officer to enter on active duty will be considered an approved waiver for appointment in the RA.

c. Commanders at unit level will make a recommendation to grant or deny the waiver.

d. Major commanders may grant a waiver for offenses under military or civil codes, if—

(1) The offense was not a felony.

(2) The offense did not involve moral turpitude.

(3) The sentence did not involve confinement in prison, stockade, or detention area, or did not involve hard labor.

(4) The applicant's conduct and character at this time are above reproach.

(5) The applicant has high potential as an RA officer.

e. A request for a waiver of a conviction for the following offenses will be sent with the application. Include recommendations and send through channels to HQDA(DAPC-OPP-P), Alexandria, VA 22332.

(1) A felony under local, Federal, or military law.

(2) A conviction resulting in a sentence to confinement in a prison, stockade, or detention area, or to hard labor, even though the sentence is suspended.

(3) A conviction involving moral turpitude.

1-15. Willingness to give unrestricted military service to the United States

An applicant must not be a conscientious objector. If he has been, he will furnish an affidavit stating his abandonment of beliefs and principles pertaining to his unwillingness to bear arms. He must be willing to give full and unrestricted active military service to the United States. When appropriate, applicant must have demonstrated by later satisfactory active military service that he has changed his views. The bearing of arms pertains to individuals applying for all branches of the Army except the Army Medical Specialist Corps (AMSC), Army Nurse Corps (ANC), Medical Corps (MC), Dental Corps (DC), Medical Service Corps (MSC), Veterinary Corps (VC), and Chaplains (CH).

1-16. Loyalty

An applicant must not be or have been a member of any foreign or domestic organization, association, movement, group, or any other combination of persons that—

a. Advocates subversive policy.

b. Seeks to alter the form of the US Government by unconstitutional means.

1-17. Service potential before retirement eligibility or release from active duty

As of the convening date of the selection board, applicant must have an active service potential in present status of at least 1 year before the date of retirement eligibility or date of mandatory release from active duty. Waivers will be considered by MILPERCEN.

1-18. Active duty status

An applicant must be on active duty to be eligible to apply under the provisions of sections I, II, V, X, XI, or XII, chapter 2, or under chapter 6. An applicant may be appointed under section VII, chapter 2, after an Honorable release from active duty.

1-19. Determination of grade in which applicants will be appointed (10 USC 3288, 3290, 3291, 3292, 3294)

All applicants currently serving on active duty, except applying for appointment in the MC, DC, VC, or Judge Advocate General's Corps (JAGC), must be serving in a grade equal to or higher than that grade for which they are qualified to be appointed in the RA. Except for those former officers or Reserve Component MC, DC, VC, and JAGC officers not on active duty or active duty for training, all other former officers or Reserve Component officers not on active duty or active duty for training must have held, while on active duty, a grade equal to or higher than that grade for which they are qualified for appointment in the RA. Appointment grade is determined by the amount of service credit an applicant is given as follows:

a. 2LT—less than 3 years of credit.

b. 1LT—3 but less than 7 years of credit.

c. CPT—7 but less than 14 years of credit.

d. MAJ—14 but less than 21 years of credit.

e. LTC—21 but less than 24 years of credit.

f. COL—24 or more years of credit.

1-20. Age requirements

a. Except as indicated in b through e below, applicants must have reached their 21st birthday but must not have passed their 27th birthday on the date of appointment. The maximum age is statutory (10 USC 3285, 3286, 3291) and may not be waived. The maximum age may be increased by the years, months, and days of Army active commissioned service (ACS) after 21 years of age (10 USC 3286(a) and 3287(a)(1)) and, one of the following if applicable:

(1) If applicant was a commissioned officer on active duty on 20 July 1956, a period of not more than 8 years, computed by—

(a) Taking the period of commissioned service that may be credited to the applicant in computing applicant's basic pay, but not more than the period computed by subtracting 27 years from the applicant's age on the date of applicant's appointment,

(b) Subtracting the period of Army active commissioned service that applicant performed after becoming 21 years of age, and before applicant's appointment, but not more than the difference in age computed under (a) above (10 USC 3286(a) and 3287(a)(2)(C)).

(2) The number of days, months, and years by which the applicant's age exceeds 27 years, but not more than 2 years (10 USC 3286(a) and 3287(a)(2)(D)).

b. ROTC scholarship and distinguished military graduates and graduates of the US Military, Naval, and Air Force Academies may be appointed in the grade of second lieutenant even though they are under 21 years of age (10 USC 2106(a) and 4353(b)).

c. Applicants for appointment in the Army Medical Department (AMEDD) branches must be eligible according to the age requirements in section XII, chapter 2.

d. Applicants appointed Chaplains must be eligible according to the age requirements in section X, chapter 2.

e. Applicants appointed in the JAGC must be eligible according to the age requirements in section XI, chapter 2.

f. Applications from individuals who will become ineligible because of overage within 4 months of the date of submission will not be accepted.

1-21. Education

Educational requirements by program are as follows:

a. Under sections I, II, and V, chapter 2 (except for recipients of the Medal of Honor or Distinguished Service Cross), applicants must have—

(1) A baccalaureate degree in an academic curriculum from an accredited college, or

(2) An associate degree in an academic curriculum from an accredited college of completion of at least 2 years' study at an accredited college or university, leading to an academic degree. Section V applicants who have been selected for the degree completion program (chap. 6, AR 621-1) are exempt from this requirement. (Medal of Honor and Distinguished Service Cross recipients and applicants exempted because of taking part in the degree completion program will enter this information in the Remarks section of DA Form 61 (Application for Appointment).)

b. Under sections III, IV, VI, VII, and VIII, chapter 2, applicants must have a baccalaureate degree on the date of appointment. (Medal of Honor and Distinguished Service Cross recipients are exempt.) It is desired that applicants requesting appointment for assignment in the Corps of Engineers have a bachelor of science degree in engineering or a related specialty as outlined in AR 145-1.

c. Technical specialists must have a master's or doctoral degree, or a baccalaureate degree and at least 2 years of experience in their specialty.

d. Educational requirements for appointment as Chaplains, see paragraph 2-42c.

e. Applicants requesting appointment in the JAGC must have graduated from an American Bar Association (ABA) accredited law school and have been admitted to practice before the highest court of a state or to a federal court.

f. Educational requirements for appointment in the AMEDD see paragraph 2-60.

g. Applicants must be proficient in English. Applicants whose native language is other than English must understand the

terms used in the Army so they can perform well as officers and leaders.

1-22. Security requirements

A statement that a National Agency Check (NAC) has been completed or initiated for an applicant (except for ROTC cadets) will be submitted as follows:

a. For a completed NAC—

A review of the files available to this office reveals that a favorable National Agency Check or favorable Background Investigation which included a National Agency Check as defined in AR 381-20 regarding ... (Name) ... (SSN) ... was completed on ... (Date) ... by ... (Agency) ...

b. For an NAC that is being initiated or has been initiated but not completed—

A National Agency Check as defined in AR 381-20 regarding ... (Name and SSN) ... was initiated on ... (Date) ...

c. The applicant's commander will take appropriate action in accordance with AR 381-20 to initiate an NAC, when required, and upon completion will forward a statement of completion to HQDA(DAPC-OPP-P). Photocopies of DA Form 873 (Certificate of Clearance and/or Security Determination) will not be submitted in lieu of this statement. This statement will be in the same format as that prescribed in a above, and is in addition to the statement of initiation. It will be unclassified whenever possible. Commanders will expedite the NAC. A pending NAC will not be cause for delay in processing an application.

d. If a previous favorable NAC or Background Investigation had been completed on the applicant at the time of his application, another NAC will not be initiated if—

(1) The completed investigation meets the criteria set forth in AR 381-20, and

(2) Applicant is currently on active duty with the Armed Forces or has had no break in active service in excess of 12 consecutive months.

1-23. Medical and physical fitness requirements (10 USC 3285(4))

All applicants must meet the medical fitness standards stated in chapter 2, AR 40-501. Weight standards for ROTC applicants and those applicants not having current military status are as stated in AR 40-501; for all other applicants, the weight standards in AR 600-9 apply.

a. For applicants other than those applying under the provisions of sections III and IV, chapter 2—

(1) When an applicant receives notification of selection for appointment, he will immediately undergo a Type A medical examination as required in chapter 110, AR 40-501, at an Armed Forces medical facility equipped to perform this type of examination. However, the examination is not

needed if he had one within 6 months immediately before selection. Travel and other expenses incurred for medical examinations of applicants not on active duty are not chargeable to the Federal Government.

(2) The commander of the examining facility or his senior designated Medical Corps representative will—

(a) Determine applicant's medical fitness.

(b) Verify the results of the examination by signing Item 82 of Report of Medical Examination (Standard Form 88).

(3) When the selectee is found medically qualified for appointment, the medical examination report will be kept in the applicant's field medical records, and his commander or personnel officer notified of his qualification.

(4) When an applicant does not meet the required medical fitness and/or weight standards, a recommendation for or against a waiver will be made and signed by the reviewing Medical Corps officer in the notes section on the front page of SF 88. The report will be sent to the appropriate major commander for final approval or disapproval of waiver. The major commander will base his decision on the recommendation of the reviewing medical officer. Questionable or controversial cases will be sent by the examining facility directly to the Cdr, US Army Health Services Command, ATTN: HSPA-C, Fort Sam Houston, TX 78234, for a recommendation. The report will then be returned to the examining facility. It will forward the report and recommendation to the proper major commander for final action.

(5) If the applicant is medically disqualified and a waiver is not granted, the applicant's personnel officer or unit commander will send a written statement to HQDA(DAPC-OPP-P), Alexandria, VA 22332; an information copy will be sent the applicant's major commander.

(6) Each applicant (except ROTC cadets) will prepare and sign a statement that he meets the required weight standards as stated in AR 600-9. This statement will be attached as an inclosure to the application.

(7) If an applicant is reassigned, the major commander will insure that the losing commander sends all documents pertaining to the RA application to the gaining commander. They will be sent promptly.

b. The following applies to applicants enrolled in the ROTC Scholarship Program or designated as distinguished military students or graduates—

(1) Except for applicants referred to in (2) below, each applicant will be required to undergo a Type A medical examination (app IX, AR 40-501).

(2) Determining physical qualifications and procedures for obtaining waivers will be according to a(1) through (5) above. The reviewing officer will also indicate in this section whether applicants meet the standards stated in paragraph 7-15, AR 40-501, for assignment to combat and combat support arms specialities.

(a) A Type A medical examination made within 1 year of the date of application is accepted.

(b) The Medical Examination Report completed at advanced camp is acceptable, if—

1. The commander of the medical examining facility or his designated Medical Corps representative verifies that applicant meets the prescribed medical fitness standards for appointment.

2. It includes the notification of combat arms qualifications (para 3-7c(1), AR 145-1).

3. It is less than 12 months old.

(c) If the PMS finds that the examination will be more than 1 year old at time of appointment in the RA, the applicant must have another medical examination, no later than 120 days before graduation. The examination will be done at an Armed Forces medical facility unless otherwise authorized by the major commander. Determining physical qualifications and procedures for obtaining waivers will be according to a(1) through (5) above.

(d) Travel and other expenses incident to medical examinations of applicants not on active duty are not chargeable to the Federal Government.

(e) A cadet indicating a desire to establish eligibility for an RA appointment may attend ROTC advanced camp with a temporary medical disqualification discovered in the evaluation of his medical examination taken at camp. However, if the medical disqualification is disqualifying for appointment in the RA, the cadet may continue to attend advanced camp under the provisions of paragraph 3-11, AR 145-1. Determining physical qualifications and procedures for obtaining waivers will be according to a(1) through (5) above.

1-24. Special requirements for appointment and assignment to military intelligence specialties

In addition to the medical and physical fitness requirements stated in paragraph 1-23, applicants requesting assignment to a Military Intelligence specialty must also meet the requirements stated in AR 614-103.

Section III Applications

1-25. DA Form 61 (Application for Appointment)

This form will be used by all applicants. Applications will be unclassified. Any information requiring a CONFIDENTIAL or higher classification will be the subject of separate correspondence with a reference to the application; it will be sent to HQDA(DAPC-OPP-P).

1-26. Branch and specialty preferences for commissioned officer appointments

a. Applicants who request appointment in the special branches (law, health professions, religion) will indicate a single branch preference (except for MSC as stated in b below). Male applicants not requesting a special branch will list in order of preference 10 of the basic branches listed below. (MSC may be included as 1 of the 10.) Female applicants not requesting a special branch will list in order of preference 10 of the basic branches listed below. (MSC may be included as 1 of the 10; armor and infantry are not authorized.) An annual DA circular announces the current RA commissioned officer procurement program for the basic branches and MSC; included are branches with limited requirements. Individual DA circulars will be published for the special branches (except MSC).

Branch	Abbreviation
Adjutant General's Corps ..	AGC
Air Defense Artillery (in limited specialties for females)	ADA
Armor (not authorized for females)	ARM
*Army Nurse Corps	ANC
*Army Medical Specialist Corps	AMSC
*Chaplain	CH
Chemical Corps	CML
Corps of Engineers	CE
*Dental Corps	DC
Field Artillery (in limited specialties for females) ..	FA
Finance Corps	FIN
Infantry (not authorized for females)	INF
*Judge Advocate General's Corps	JAGC
*Medical Corps	MC
*Medical Service Corps	MSC
Military Intelligence	MI
Military Police Corps	MPC
Ordnance Corps	ORD
Quartermaster Corps	QMC
Signal Corps	SIGC
Transportation Corps	TC
*Veterinary Corps	VC
*Special branches	

b. All applicants discussed in sections II, III, IV, V, VI, VII and VIII, chapter 2—

(1) May show MSC as one of their preferences. Individuals (except for ROTC cadets) applying only for the MSC must apply in accordance with section XII, chapter 2. If the first choice is a branch and specialty other than that in which the applicant is serving, or in which the major portion of his

service was performed, all special qualifications for the branch and specialty will be entered in the Remarks section of DA Form 61. Individuals applying under section VI, chapter 2, should list the branches and specialties which have requirements for their fields of specialization. (See table 2-2.) Branches and specialties not acceptable to an applicant should be listed in the Remarks section of the form.

(2) Who list AGC, MI, ORD, QMC, SIGC, or TC as a preference branch will enter in the Remarks section of DA Form 61 one of the basic entry specialty codes in which they want to serve. (See table 2-3.)

c. Individuals applying under sections III and IV, chapter 2, who elect to complete their professional training (legal, medical, osteopathic, dental, nursing, dietetic, physical therapy, occupational therapy, or veterinary) and then be appointed in a special branch (see a above), will indicate JAGC, MC, DC, ANC, AMSC, or VA in the branch preference column of DA Form 61. Also, these applicants will list 10 basic branch and specialty choices in Item 41 (Remarks) for which they want to be considered if they are not selected to continue their professional education. All other applicants will indicate in preference column of DA Form 61 in order of preference, 10 of the basic branches and specialties listed in a above and in DA Pam 600-3. (MSC may be included as 1 of the 10).

1-27. Procurement program.

Enter in item 2, DA Form 61, the section of chapter 2 under which application is being submitted.

1-28. Additional documents

Documents required to be attached to an application for an RA commissioned officer appointment are listed in table 2-1; those required for an RA warrant officer appointment are listed in table 6-1. Professors of Military Science, ROTC region commanders, and commanders at each echelon will insure that one copy (unless otherwise indicated) of the required documents as listed under the appropriate sections in table 2-1 are assembled in the following order when sent to HQDA:

a. Applications submitted under sections III and IV, chapter 2—

(1) DA Form 4370-R Cadet/Student Initial Preference Statement). Duty, and Initial Training).

(2) DA Form 61 (Application for Appointment).

(3) Photograph.

(4) DA Form 4609-R (ROTC Cadet Performance Evaluation).

(5) TRADOC Form 958-R (ROTC Advanced Camp Cadet Evaluation).¹

(6) Transcripts of all college credits, to include transfer transcripts.

(7) DA Form 6274-3 (Army Adaptation Inventory (AAI)).

¹ Obtain this form from HQ, ATZG-AGP, Ft Monroe, VA 23851.

(8) National Agency check (statement of completion or initiation).

(9) Statement of completion or initiation of Background Investigation or Special Background Investigation for MI, FA, and ADA applicants only.

(10) Documentary evidence of birth and if applicable, statements of citizenship.

(11) Other documents as required.

b. Applications submitted under sections, I, II, V, VI, VII, VIII, X, XI, and XII, chapter 2.

(1) Letter of transmittal and indorsement.

(2) Document showing an OCS graduate to be a distinguished graduate.

(3) DA Form 61 (Application for Appointment).

(4) Test and interview documents (sections I, VI, VII, and VIII only).

(5) Letters of recommendation.

(6) Transcripts of college credits and/or other educational and experience documents as required by paragraphs 1-21; 2-42c; 2-51b, c, d; 2-60.

(7) Photograph.

(8) DA Form 6274-3 (Army Adaptation Inventory (AAI) (sec VII and VIII, chap. 2 only)).

(9) National Agency Check (statement of completion or initiation).

(10) Documentary evidence of birth or statement of citizenship.

(11) Conscientious objector affidavit, if applicable.

(12) Statement signed by applicant that he meets the weight standards as stated in AR 600-9.

(13) Waivers.

(14) DD Form 398 (Statement of Personal History).

(15) FD Form 258 (FBI Fingerprint Card).

(16) Other documents as required.

1-29. Submission time of applications

An individual may apply any time that he meets all the eligibility requirements. College students (sec VI and VIII, chap. 2) may apply any time during their final year at the college or university from which they will receive their degrees, but not later than the date of graduation.

1-30. Submission of application

a. Applicants will forward their applications as follows:

(1) Reserve Component officers on active duty (sec V, chap. 2)—through channels to their first major commander who exercises general court-martial jurisdiction in the chain of command. Major commanders who receive the applications will insure that all administrative requirements, including NAC and actions on waivers (para 1-14) are completed. Major commanders will submit applications and related papers, to include waivers (para 1-14), of eligible applicants to HQDA (DAPC-OPP-P), Alexandria, VA 22332. For applicants assigned to the US Army Intelligence and Security Command, through the Cdr, US

Army Intelligence and Security Command, Arlington Hall Station, Arlington, VA 22212, to HQDA (DAPC-OPP-P).

(2) Members of the ARNGUS who are not on active duty—through Army National Guard channels to their State Adjutant General; he will send the applications with recommendations to the appropriate major commander.

(3) USAR members not on active duty will apply through their unit commander to the Cdr, US Army Reserve Components Personnel and Administration Center, ATTN: AGUZ-RCA-AD, St. Louis, MO 63132.

(4) Civilians will apply to the nearest Army major commander or to the nearest Army activity with a request that it be sent to the appropriate commander for processing.

(5) ROTC cadets and other students in colleges with ROTC units will apply through their professor of Military Science (PMS), to the proper ROTC region commander. The ROTC region commander will insure that each application is inclosed in a heavy duty manila folder with an identification label (blue for DMS and red for scholarship) affixed in the upper left hand corner. On the label, type from left to right—Last name, first name, middle initial; SSN; ROTC Region. Send the folders in alphabetical order to HQDA (DAPC-OPP-P), Alexandria, VA 22332.

(6) Members of the USAR/ARNGUS commissioned under the Simultaneous Membership Program/Early Commissioning Program will apply under chapter 6, AR 145-1.

b. Each commander (excluding ROTC region commanders) will include—

(1) His recommendation in the forwarding comment, with reasons if the recommendation is for disapproval.

(2) Any knowledgeable comments concerning the applicant's manner of performance or qualifications.

c. Major commanders or the PMS will review all applications to determine eligibility of applicants; they will take additional actions covered in other chapters of this regulation. If an applicant is not eligible, he will be advised with reasons given.

d. A command or headquarters (excluding ROTC region commanders) will not hold an application more than 5 working days except when an evaluation board is required (para 1-6).

e. Applications received by HQDA (DAPC-OPP-P) more than 6 months from the application date (excluding those received from ROTC region commanders) will be returned to the command with all documents for updating and resubmission.

1-31. Reapplication

a. An applicant who failed to be selected for appointment under this regulation (except under sec III and IV, chap. 2), may reapply not earlier than 1 year from the convening date of the RASB by which applicant was nonselected. The applicant must still meet the eligibility requirements. The

required waiting period will permit the non-selectee to improve his qualifications. If an officer who reapplies under section V, chapter 2, had less than 5 years of commissioned active duty in the Army, a special evaluation report will be prepared and submitted as required by paragraph 2-25b.

b. An application will not be honored under this regulation from an applicant being currently considered under another RA procurement program.

c. A request for waiver of the 1-year waiting period may be initiated by the applicant. The justification must be attached to the reapplication. Waivers can be granted by HQDA (DAPC-OPP-P) for reasons such as—

(1) Recent high evaluation reports.

(2) Special written recommendations from applicant's immediate commander or a general officer.

(3) Receipt of a significant decoration or award.

(4) Recognition for heroic, extraordinary, outstanding or meritorious act, achievement or service.

d. Resubmission of an application for appointment in the RA under sections III and IV, chapter 2, by a cadet previously non-selected under these sections is not authorized unless there was an administrative error. However, a cadet nonselected under these sections may reapply when eligible, under section V, chapter 2.

Chapter 2 Commissioned Officer Procurement Programs

All applicants submitting applications under one of the sections in this chapter must also meet the eligibility requirements of section II, chapter 1.

Section I From Enlisted and Warrant Officer Status (not applicable for appointment in the special branches)

2-1. General.

Commanders are authorized to recommend outstanding Army enlisted personnel and warrant officers on active duty for direct appointments as second lieutenants. In addition to section II, chapter 1, personnel recommended must meet the following requirements:

a. Having distinguished themselves by showing outstanding leadership and aptitude as a commissioned officer.

b. Possess an exemplary record of efficiency and personnel conduct.

c. Possess personal attributes needed for a successful career in the RA as a commissioned officer.

2-2. Action by commanders

Commander will encourage outstanding eligible enlisted personnel and warrant officers

to apply for RA commissioned officer requirements. Indorsements to the applications should include a recommendation of approval and comments about—

- a. The applicant's character.
- b. His soldierly qualities, performance of duties, and leadership potential.
- c. Why the applicant is considered to be outstanding.

2-3. Action by major commanders

Major commanders will—

- a. Review all applications for administrative correctness.
- b. Take action required by paragraph 1-22.
- c. If required, refer the case to a board (para 1-6). The board will furnish the forms required in table 2-1. On completion of the board's actions, applications will be returned to the proper major commanders for further review.
- d. With their recommendation, send the complete application to HQDA (DAPC-OPP-P), Alexandria, VA 22332.

Section II

Distinguished Graduates of the Army Officer Candidate Course

2-4. General

a. Within each class of the Branch Immaterial Officer Candidate Course (BIOCC), the US Army Infantry School Commandant will decide which students showed outstanding leadership and personal attributes needed to be successful RA commissioned officers. All selectees must place in the upper 10 percent of their final class standing. On graduation, the School Commandant will designate these candidates as distinguished graduates of the BIOCC.

b. If otherwise eligible under the provisions of section II, chapter 1, or section XII, chapter 2 for appointment in MSC, the top graduate of each class will be offered an RA commissioned officer appointment by HQDA(DAPC-OPP-P). An application by the selectee and evaluation by a field board is not required. The selectee must accept this offer no later than 1 year from the graduation date from the BIOCC. After this period of time, an application is required, and the officer must then meet the eligibility requirements of section II, chapter 1 and section V, chapter 2.

c. All other distinguished graduates are eligible to apply for RA commissioned officer appointments within 1 year after graduation from an Officer Basic Course (OBC), providing they meet the eligibility requirements of chapter 1. After this 1-year period, these officers must meet the eligibility requirements of and submit the application in accordance with section V, chapter 2.

2-5. Procedures

a. The Commandant of the US Army Infantry School (USAIS) will notify each selectee by letter of his designation as a distinguished graduate. In addition, designees

will be informed of the following advantages in receiving this designation:

(1) Top student—if eligible under chapter 1, MILPERCEN will offer him an early appointment in the RA as a second lieutenant, without applying or being evaluated by a field board.

(2) All other designees—if eligible under chapter 1, and recommended by the OBC school commandant, they may apply for early appointment in the RA as commissioned officers within 1 year from the date of successfully completing the OBC.

(3) All designees—after the 1-year deadline, if eligible, will have to apply under the provisions of section V, chapter 2.

b. Each letter will include the designee's social security number (SSN), class standing, and the number of graduates in the class. One copy of the letter (not required for the top graduate) will be sent immediately by the Commandant to HQDA (DAPC-OP—) (complete the symbol by adding the appropriate letter, see para 5-15c(3)), Alexandria, VA 22332. Each designee (not required for the top student) will attach a copy of the letter to his application (DA Form 61) before submitting it to HQDA(DAPC-OPP-P).

c. The Commandant, USAIS will furnish to HQDA(DAPC-OPP-P) the name and SSN of the top graduate designee, 2 to 3 days before graduation. By letter, HQDA will make a tentative offer to the top graduate designee, if eligible, of a commissioned officer appointment in the RA. On receipt of the designee's acceptance of the offer, his name will be placed on a nomination list which is submitted by the President to the Senate for confirmation. On confirmation, the designee will be appointed a second lieutenant in the RA.

d. The Commandant, USAIS, will advise the appropriate branch school commandant by letter of the distinguished graduate status of the officers scheduled to attend the OBC at the branch school. The branch school commandant will also be informed that the distinguished graduate is eligible to apply early for an RA appointment, contingent on—

(1) His successful completion of the OBC.

(2) The favorable recommendation of the branch school commandant.

e. A senior field grade RA officer, designated by the Commandant, USAIS, will interview each distinguished graduate of the BIOCC who is eligible for an RA appointment, and encourage him to apply for an RA appointment; that is—

(1) Emphasize the need for competent young officers in the RA.

(2) Advise the distinguished graduates that they must—

(a) Successfully complete the branch OBC.

(b) Be eligible for an RA appointment.

(c) Be favorably recommended by the branch school commandant.

(3) Inform the top graduate of each class of the BIOCC of the time limit for acceptance of the early RA appointment offer (para 2-4c) under this program. Inform all other distinguished graduates of each class of the BIOCC—

(a) Of the time limits for submission of applications for early RA appointment (para 2-4d) under this program.

(b) That after the expiration dates of these time limits, applications must be submitted in accordance with chapter 1 and section V, chapter 2.

(4) Inform all distinguished graduates (does not apply to the top graduate) that selection for an RA appointment is not automatic, but is the result of an individual evaluation by a board of officers at HQDA.

f. On the graduation day of each branch OBC class with distinguished graduates in attendance, the branch school commandant will advise each eligible distinguished graduate in writing of his recommendation for or against early RA appointment. He will include the reasons if the officer is not recommended. One copy of each letter will be—

(1) Forwarded to HQDA(DAPC-OP—) (complete the symbol by adding the appropriate letter, see paragraph 5-15c), Alexandria, VA 22332.

(2) Attached to the distinguished graduate's RA application, if favorably recommended.

2-6. Application

RA applications (DA Form 61), letters of recommendation from both school commandants, and all required forms listed in table 2-1 will be submitted as stated in chapter 1.

Section III

Distinguished Military Graduate, Senior Reserve Officers' Training Corps (ROTC)

2-7. General

This section prescribes the administrative procedures for submitting and processing applications and the appointment in the RA of distinguished military graduates (DMGs) of the Senior ROTC.

2-8. Eligibility

Eligibility requirements stated in chapter 1 must be completed before taking an oath of office. In addition, a cadet must not have been a nonselect for appointment in the RA under the Financial Assistance (Scholarship) Program. ROTC DMGs to be appointed in the Medical Service Corps must also meet the eligibility requirements in section XII, this chapter.

2-9. Application period

Submit applications any time after registration for the final academic year, but not later than the date on which the cadet was designated a DMG. A DMS who declines selection for an RA appointment may ask to be reconsidered for appointment any time

before the date of designation as a DMG. Only cadets whose applications are submitted by the deadlines listed in paragraph 2-13a can be sure of early selection and appointment at graduation. Nonselection for RA under this program does not preclude a cadet from applying later under other RA procurement programs for which eligible.

2-10. Responsibility of applicant

The applicant will—

a. Prepare one copy of DA Form 61 (typed or printed in ink) by completing all applicable items in detail. Item 41 (Remarks) or an attached sheet will be used if more space is needed to complete an item. For items that do not apply, use "no" or "none".

b. Prepare and attach a statement of agreement (fig. 2-2) if he is requesting an appointment in the MC, DC, ANC, AMSC, or VC; (fig. 2-3) if he is requesting an appointment in the JAGC.

c. If statement in b above is furnished, enter in item 41 (Remarks), DA Form 61, the college being attended or to be attended, the entrance date, and the graduation date.

d. Enter the major and minor academic fields of study in item 21c(5) (civilian education), DA Form 61, using item 41 (Remarks) if more space is required.

e. Enter in item 4 (Source of application), the date on which applicant will be designated a DMG (chap. 6, AR 145-1).

f. A cadet who attended the ROTC advanced camp after completion of Military Science (MS-IV), but was not designated a DMS, may on the camp commander's recommendation be designated a DMS by the PMS. After reevaluation of the cadet's standing in academic and military subjects, he may be chosen a DMG. The choice does not have to be made during advanced camp; but it must be done in time to insure that the application for RA can be submitted by the dates announced in the annual HQDA Letter 145 series, subject: ROTC Officer Accession Program—Fiscal Year Cadets in this group will enter in item 41 (Remarks), DA Form 61, the following: "Application authorized under the provisions of paragraph 2-10f, AR 601-100."

g. Attach documents as required in section III of table 2-1 and in accordance with annual DA letter.

2-11. Responsibility of Professors of Military Science (PMS)

The PMS will—

a. Review the application and related papers for completeness.

b. Insure that the applicant meets the requirements for a DMS as stated in chapter 6, AR 145-1.

c. Administer the Army Adaptation Inventory (AAI) (DA Form 6274) to the applicant. Either hand score the AAI answer sheets (DA Form 6274) or send them to the Cdr, US Army Enlisted Records and Evaluation Center, Fort Benjamin Harrison, IN 46249, for machine scoring. Prepare section I, Army Adaptation Handscoring

Worksheet (DA Form 6274) for both hand-scored and machine-scored answer sheets. Attach the completed DA Form 6274 to the application.

d. Attach the following documents to the application and take administrative actions as stated:

(1) DA Form 4609-R (ROTC Cadet Performance Evaluation) (prepared by a commissioned officer of the PMS staff who had the DMS in a class during the advanced course, preferably MS-III).

(2) TRADOC Form 958-R (ROTC Advanced Camp Cadet Evaluation) (sections A, B, and Cn prepared at camp).

(3) Review each rater's comments to insure that they contain sufficient information to provide the selection board with a complete description of the cadet's strengths and weaknesses.

(4) Resolve or comment on any conflicting evaluations.

(5) Compare each cadet's qualifications with those of all other DMS of the PMS's unit who are applying for an RA appointment to insure that the best qualified are recommended for an RA appointment.

(6) Indorse each DA Form 4609-R to include—

(a) A statement that the cadet is or is not recommended for an RA appointment.

(b) Any comments appropriate for consideration by the selection board, e.g., extracurricular activities that indicate self-motivation, dedication, career intentions, academic achievements, and demonstrated leadership potential.

(7) Insure that a copy of the completed DA Form 4370-R is attached to each application.

e. Forward the application and related documents to the ROTC region commander. Indicate the anticipated date that the applicant will be designated a DMG and whether advanced camp has been completed. The instructions and procedures outlined in a, b, c, and d above also apply to cadets graduating at a time other than at the end of the normal school year. Insure that all actions are completed at the right time. Establish and maintain a file for each cadet and retain this file for 1 year from the date that the cadet was designated a DMS. Each file will contain a copy of each document referring to selection in the RA which accompanied the application.

2-12. Responsibility of ROTC region commanders

ROTC region commanders will—

a. Review each application for completeness and correctness of all actions.

b. Insure that the applicant meets the eligibility requirements. Applications of ineligible applicants will be returned to the PMS, stating the reasons for their ineligibility.

c. Expedite all actions to obtain missing information or documents required to complete the application. The application must meet the established deadlines announced in

the annual HQDA Letter 145 series, subject: ROTC Officer Accession Program—Fiscal Year which is sent to each PMS.

d. An application received without TRADOC Form 958-R will be forwarded to MILPERCEN. Upon receipt of the form, it will be sent to MILPERCEN for attachment to the application.

e. Assemble completed applications in the order stated in table 2-1, and forward them to HQDA(DAPC-OPP-P), Alexandria, VA 22332. DA Form 4370-R will also be attached to each application file.

2-13. Application deadlines and their effect on appointment dates of selectees

a. To insure early notification to applicants of their selection and appointment of their date of graduation, send applications in time to reach HQDA(DAPC-OPP-P) before the dates specified in the annual HQDA Letter 145 series, subject: ROTC Officer Accession Program—Fiscal Year which is sent to each PMS. Selections will be announced promptly for those applicants who met the deadline dates.

b. When designating a selectee as a DMG is the only reason for delaying his notice, the PMS will complete the action before offering an appointment to the selectee.

c. Notification of selection to the applicants, their consummation of appointment or requests for delay in accepting appointment will be accomplished in accordance with chapter 5.

2-14. Branch and specialty assignments

a. HQDA MILPERCEN assigns graduating cadets in a specialty and branch of service based on—

(1) Army requirements.

(2) The cadet's—

(a) Academic discipline and training.

(b) Personal preferences.

(c) Demonstrated potential for a specialty.

(d) Prior military training or experience (to include branch and specialty training).

b. Branch and specialty preference. Branch and specialty quotas impose the greatest restriction on branch and specialty assignments; next is the cadet's field of academic discipline. Therefore, each cadet should list not only those branches and specialties for which he has a preference, but also those to which his college discipline relates (table 2-3).

Table 2-3
Basic Entry Specialties

Branch: Adjutant General's Corps
Basic entry specialty: Administrative and Personnel Systems Management
Code: 42

Branch: Adjutant General's Corps
Basic entry specialty: Community Activities Management
Code: 43

Branch: Air Defense Artillery
Basic entry specialty: Air Defense Artillery
Code: 14

Branch: Air Defense Artillery
Basic entry specialty: Aviation
Code: 15

Branch: Armor
Basic entry specialty: Armor
Code: 12

Branch: Chemical Corps
Basic entry specialty: Chemical
Code: 74

Branch: Corps of Engineers
Basic entry specialty: Engineer
Code: 21

Branch: Field Artillery
Basic entry specialty: Field Artillery
Code: 13

Branch: Finance Corps
Basic entry specialty: Finance
Code: 44

Branch: Infantry
Basic entry specialty: Infantry
Code: 11

Branch: Military Police
Basic entry specialty: Law Enforcement
Code: 31

Branch: Military Intelligence
Basic entry specialty: Tactical/Strategic Intelligence
Code: 35

Branch: Military Intelligence
Basic entry specialty: Counter-Intelligence/HUMINT
Code: 36

Branch: Military Intelligence
Basic entry specialty: Electronic Warfare/Cryptology
Code: 37

Branch: Ordnance Corps
Basic entry specialty: Missile Materiel Management
Code: 73

Branch: Ordnance Corps
Basic entry specialty: Munitions Materiel Management
Code: 75

Branch: Ordnance Corps
Basic entry specialty: Maintenance Management
Code: 91

Branch: Quartermaster Corps
Basic entry specialty: Petroleum Management
Code: 81

Branch: Quartermaster Corps
Basic entry specialty: Subsistence Management
Code: 82

Branch: Quartermaster Corps
Basic entry specialty: Materiel/Services Management
Code: 92

Branch: Signal Corps
Basic entry specialty: Communications-Electronics Engineering
Code: 27

Branch: Signal Corps
Basic entry specialty: Communications-Electronics Materiel Management
Code: 72

Branch: Transportation Corps
Basic entry specialty: Aviation Management
Code: 71

Branch: Transportation Corps
Basic entry specialty: Marine and Terminal Operations
Code: 87

Branch: Transportation Corps
Basic entry specialty: Highway and Rail Operations
Code: 88

2-15. Graduate study

a. Cadets applying for a national or international level scholarship, fellowship, or grant authorized under AR 621-7, may, if selected, pursue full-time graduate study while on active duty.

b. Cadets selected for appointment in the RA may delay active duty up to 2 years to pursue a master's degree at their own expense under AR 601-25. However, the applicant desiring to complete his education under these provisions will agree in writing to accept his RA appointment upon termination of the educational delay and prepare and furnish a statement as shown at figure 2-1. The documents required by paragraph 2-11d and table 2-1 will be forwarded with the DA Form 61 to the ROTC region commander who will insure that all of the required documents have been completed. He will forward them to HQDA(DAPC-OPP-P), Alexandria, VA 22332, for evaluation for an RA appointment. Cadets selected for RA appointments and granted educational delays under the provisions of AR 601-25 are required to accept appointments in the USAR under section III, chapter 6, AR 145-1. The applications and related documents of the cadets selected for RA appointment and granted educational delays will be forwarded to the Cdr, US Army Reserve Components Personnel and Administration Center (RCPAC), St. Louis, MO 63132, for retention until the officers complete or terminate their graduate education. The CG, RCPAC, will—

- (1) Monitor these individuals' status,
- (2) Insure the review of their records,
- (3) Insure the consummation of RA appointments, if appropriate, upon the completion or termination of their educational delay.

c. Cadets may be tentatively selected for appointment in the ANC or AMSC contingent on their completion of required professional training and requirements. (See sec XII, this chap.) This may be done by accepting an appointment in the USAR and

completing professional training under AR 601-25 or in accordance with annual DA letter.

d. Selections for final appointment in the ANC or AMSC are made by The Surgeon General. Branch selections for USAR appointments of tentative RA selectees for these special branches will be made under chapter 6, AR 145-1, and annual HQDA Letter 145 series, subject: ROTC Officer Accession Program—Fiscal Year

Section IV Reserve Officers' Training Corps (ROTC) Financial Assistance Program (Scholarship) Cadets

2-16. General

This section prescribes the administrative procedures for submitting and processing applications for appointment in the RA of ROTC Financial Assistance Program (scholarship) cadets (10 USC 2107).

2-17. Eligibility

Applicants must meet the eligibility requirements of section II, chapter 1. ROTC scholarship graduates to be appointed in the AMEDD branches must meet the additional eligibility requirements stated in section XII, this chapter.

2-18. Application

Each scholarship cadet may submit a DA Form 61 as prescribed in section III, chapter 1, and paragraphs 2-9 and 2-10, whether or not he is designated a DMS. The words "Scholarship Cadet" will be entered in item 2 "Governing Regulation or Circular" of the form. These applications will be reviewed by a DA ROTC Scholarship and DMG Selection Board, which will select the best qualified applicants for RA appointments. Cadets not selected for an RA appointment will be processed for appointment in the USAR. Cadets selected for appointment in the RA but for whom RA appointments are not available on the date of graduation will be tendered appointments in the USAR.

2-19. Action by Professors of Military Science (PMS)

PMS will process applications as prescribed in paragraph 2-11 for DMG applicants. (The requirement for designation as DMS or DMG does not apply.) One copy of the following documents will be submitted on each cadet:

- a. DA Form 6274-3.
- b. DA Form 4609-R.
- c. DA Form 4370-R.
- d. The camp evaluation form (para 2-11d(2)).

2-20. Action by ROTC region commanders

ROTC region commanders will review all applications for completeness. All applications forwarded to HQDA(DAPC-OPP-P) will be identified by a red label attached in the upper left hand corner of the folder

(para 1-30a(5)). Expedite all actions to obtain missing information or documents required for completion of the application, in order to meet the established deadlines announced in the annual HQDA Letter 145 series, subject: ROTC Officer Accession Program—Fiscal Year . . . which is sent to each PMS.

2-21. Branch and specialty assignments

See paragraph 2-14b.

2-22. Application submission deadlines and notification of selection

See paragraph 2-13a and c.

2-23. Graduate study

ROTC scholarship cadets have the same opportunities for graduate study as DMGs. See paragraph 2-15.

Section V

Army Officers on Active Duty

2-24. General

This section together with section II, chapter 1, prescribes the procedures for outstanding Reserve Component commissioned officers on active duty in a voluntary indefinite status to apply for an RA appointment to one of the basic branches. Applicants who request assignment in one of the MI specialties must also meet the prerequisites stated in paragraph 1-24. Officers applying for appointment in one of the special branches must apply under and meet the eligibility requirements of sections X, XI, or XII of this chapter and section II of chapter 1. Selection under this program is highly competitive; only the best qualified and most outstanding officers are selected.

2-25. Application

a. Applicants will submit their applications with the documents listed in table 2-1 for this program, through channels. Applicants are not required to appear before an evaluation board. Applicants must meet the medical and security eligibility requirements stated in chapter 1. Only after an applicant has been notified of his tentative selection will he have a medical examination.

b. Evaluation reports.

(1) If a commissioned or warrant officer has completed less than 5 years of Active Army commissioned (Chaplains excluded) or warrant officers service, respectively, and has not been rated during the 30 days before the application date, prepare a DA Form 67-8 (US Army Officer Evaluation Report (OER)) per paragraph 5-16, AR 623-105. Code "16 RA Apmt" will be entered in Part I, item k as the basis for the OER. The OER will be promptly prepared. Submit it in accordance with AR 623-105, to HQDA(DAPC-POR-E-P), Alexandria, VA 22332. The original OER or a copy of it will not be attached as a part of the application; however, it will be considered a part of

the application during the selection processing by the RASD.

(2) If an applicant is attending a military or civilian school, an evaluation letter (fig. 2-4) will be prepared by the person who would normally prepare an academic report on the applicant. This evaluation letter will be submitted with the application.

c. Applicants must have completed at least 3 years of active Federal commissioned service (AFCS) by the convening date of the selection board except as stated in sections X, XI, and XII. No waiver of this requirement will be authorized.

d. Applicants assigned to the US Army Intelligence and Security Command will submit their applications through the Cdr, US Army Intelligence and Security Command, Arlington Hall Station, Arlington, VA 22212, to HQDA (DAPC-OPP-P), Alexandria, VA 22332.

2-26. Responsibility of major commanders

Major commanders will review applications to insure that all required documents (table 2-1) are complete and correct. The applications will be sent to HQDA(DAPC-OPP-P), Alexandria, VA 22332, within 5 working days after receipt. Applications of officers scheduled for early release from active duty and those who are at or near the age limits will be given priority action.

Section VI

Technical Specialists

2-27. General

a. This section prescribes the procedures for highly qualified people to apply for appointment in the RA in one of the basic branches. Applicants must have degrees from accredited colleges in any of the technical specialties listed in table 2-2. Major commanders should seek, identify, and encourage people who have a high degree of technical knowledge essential to the national defense, to apply for appointment in the RA.

b. Each applicant appointed in the RA under this section will attend the basic course of the branch to which assigned.

2-28. Responsibility of major commanders

Major commanders will maintain liaison with colleges, universities, and technical societies in their geographical areas to contact and encourage highly qualified individuals to apply for RA appointments.

2-29. Application

Applicants will complete DA Form 61 and submit them with the documents listed in table 2-1 for this procurement program and as stated in chapter 1.

a. Each applicant will attach to his application three letters of recommendation from persons—

(1) Not related to the applicant.

(2) Who have personal knowledge of his character, reputation, and community standing.

b. Applicants who do not have a master's or a doctoral degree will attach a resume of their experience and justification of their qualifications as a technical specialist in the particular field for which they are applying.

Section VII

Former Officers and Nonobligated Officers

2-30. General

a. This section prescribes the procedures for former RA officers and Reserve Component officers not on extended active duty to apply for appointment in the RA with assignment to one of the basic branches if they—

(1) Have served in the Armed Forces of the United States.

(2) Have satisfied the active duty or active duty for training obligation required by law.

(3) Are not eligible to apply under other sections of this regulation.

(4) Have been separated from the Armed Forces under honorable conditions.

(5) Possess a baccalaureate degree.

(6) Meet the eligibility requirements stated in section II, chapter 1.

b. Nonobligated officers serving on active National Guard or USAR tours or on active duty support tours must apply under and meet the requirements of this section.

2-31. Application

Applicants will complete DA Form 61 and submit it with the documents required in table 2-1 for this procurement program, in accordance with chapter 1. Applications will be submitted through appropriate channels and Cdr, US Army Reserve Components Personnel and Administration Center, ATTN: AGUZ-RCA-AD, St. Louis, MO 63132, to HQDA(DAPC-OPP-P), Alexandria, VA 22332.

2-32. Responsibility of CG, RCPAC

CG, RCPAC, will thoroughly review each application to insure that the applicant meets the eligibility requirements stated in chapter 1. Applications of eligible personnel will be sent by indorsement to HQDA(DAPC-OPP-P), Alexandria, VA 22332. If an applicant does not meet the eligibility requirements, the application will be returned immediately to the applicant with reasons stated for his ineligibility.

2-33. Special training

Selectees for appointment in the RA will attend the OBC of the branch to which assigned if they have not previously attended an OBC.

Section VIII **College Graduates not Eligible to** **Apply for Regular Army Appointment** **under other Sections of this** **Regulation**

2-34. General

This section prescribes the procedures for college graduates not eligible to apply under other sections of this regulation, to apply for appointment in the RA with assignment to one of the basic branches. All applicants must possess a baccalaureate degree and meet the eligibility requirements of section II, chapter 1.

2-35. Application

Applicants will complete DA Form 61 and submit it with documents required in table 2-1 for this procurement program. See section III, chapter 1. Graduates who did not take part in ROTC will include three letters of recommendation from persons not related to the applicant but who have personal knowledge of his character, reputation, and community standing. Applications will be sent through the nearest Army major commander to HQDA (DAPC-OPP-P), Alexandria, VA 22332.

2-36. Responsibility of major commanders

Major commanders will thoroughly review each application to insure that the applicant meets the general eligibility requirements stated in chapter 1. As soon as possible after the receipt of an application, the major commander will invite the applicant to appear before an evaluation board for processing (para 1-6). After the evaluation board review, the major command will send the application by indorsement to HQDA(DAPC-OPP-P), Alexandria, VA 22332. Applications received from ineligible applicants will be returned immediately to them with the reasons stated for their ineligibility.

2-37. Special training

Selectees for appointment in the RA will attend the OBC of the branch to which assigned.

Section IX **Officers Selected for Temporary** **Promotion from Secondary Zones**

2-38. Selection

Commissioned officers (excluding Chaplains and Judge Advocates) and warrant officers of the Reserve Components serving on active duty who are chosen from secondary zones for temporary promotion to major, lieutenant colonel, CW3, or CW4 will be offered an appointment in the RA, provided they are otherwise eligible. An application and evaluation by a field board are not required. Selectees for promotion to major and above, who do not meet the educational requirements, will be offered an appointment if recommended by the proper officer management division of MILPERCEN.

2-39. Notification of selection

Eligible personnel will be notified by a DA letter, through channels, of their selection for RA. Their selection is subject to meeting the eligibility requirements of chapter 1, and satisfactory current performance. A selectee must accept the offer of appointment within 60 days after receipt of notification.

Section X **Appointment of Chaplains**

2-40. General

This section prescribes the special eligibility requirements and procedures for selecting and appointing chaplains in the RA. This program permits selecting only the best qualified and most outstanding chaplains who have shown their capabilities. It also provides for a gradual intake of people who have the necessary service credit to maintain a balanced promotion structure, subject to statutory limitations.

2-41. General eligibility requirements

In addition to the general eligibility requirements stated in section II, chapter 1, applicants must also meet the eligibility requirements in this section.

2-42. Age and special eligibility requirements

a. Age. An applicant must have reached his 21st birthday, but must not have passed his 34th birthday (10 USC 3286(a)(1) and (b)) on the date of appointment. However, the maximum age may be increased by the number of years, months, and days of AFCS in the Army after 21 years of age and one of the following, if applicable:

(1) If he was a commissioned officer on active duty on 20 July 1956 (10 USC 3286), a period of not more than 8 years, computed by—

(a) Taking the period of commissioned service that may be credited to the applicant in computing his basic pay, but not more than the period computed by subtracting 34 years from the applicant's age on the date of his RA appointment; and

(b) Subtracting the period of active commissioned service in the Army that the applicant performed after becoming 21 years of age; and before his RA appointment, but not more than the difference in age computed under (a) above.

(2) The number of days, months and years by which the applicant's age exceeds 34 years, but not more than 2 years.

(3) No officer will be appointed an RA officer under this section if his age is above that age which would prevent him from completing 20 years of AFCS before his 55th birthday.

b. Active duty. Applicant must have completed 5 years of continuous AFCS as a chaplain and must be on active duty as a commissioned officer in the Army.

c. Education. Applicant's transcripts must show that he—

(1) Has completed 120 semester hours of undergraduate credits (or the equivalent) at

a college or university listed in the current issue of the Education Directory, Colleges and Universities, published by the Department of Education.

(2) Has completed 120 semester hours of credits (or the equivalent) from a school not listed in the Education Directory. He will submit a statement or transcript from an accredited college or university that he has 120 semester-hour credits (or the equivalent), and that they are acceptable; and

(3) Possesses a Master of Divinity degree (or an equivalent theological degree), or

(4) Has completed 3 resident years of graduate-level study in theology or related subjects that—

(a) Lead to ordination and ecclesiastical indorsement.

(b) Qualify the applicant to perform professional functions as a chaplain.

(5) Must have completed professional educational work at a graduate school that is—

(a) A member of the American Association of Theological Schools.

(b) Listed in the Official Catholic Directory; or,

(c) Independent of a college or university, but accredited by a regional accrediting agency or association listed in the Education Directory; or,

(d) If the graduate school is not listed in (a), (b), or (c) above, the applicant may be accepted, if all other educational requirements are met. A statement from an accredited school listed in the Education Directory stating that the applicant's credits (or the equivalent) are acceptable to that school must be attached to the application.

d. Ecclesiastical indorsement. Applicant must present a DD Form 2088 (Ecclesiastical Indorsement/Approval) from his authorized ecclesiastical denomination indorsing agency which is recognized by the Armed Forces Chaplains Board, stating that he is—

(1) A fully ordained or qualified priest, rabbi, or minister of religion.

(2) Actively engaged in his denominationally approved vocation.

(3) Approved and recommended as being spiritually, morally, intellectually, and emotionally qualified to represent his religious body in the RA. This indorsing agency may send the statement direct to HQDA(DACH-ZA), WASH DC 20314. DD Form 2088 will be stocked and issued by Office, Chief of Chaplains, Department of the Army, Washington, DC 20310. The prescribing Directive for DD Form 2088 is DOD Directive 1304.19, dated 9 January 1980.

2-43. Medical and physical fitness requirements

See paragraph 1-23.

2-44. Applications

a. Applicants will complete and submit through channels DA Form 61 with the

documents stated in table 2-1 for this program. Applicants do not have to appear before an evaluation board. They must meet the medical and security eligibility requirements stated in chapter 1. A medical examination will be taken only after an applicant has been notified of his tentative selection.

b. Officers who meet the eligibility requirements may apply at any time.

c. The applicant will enter the type of service agreement and its expiration date in the remarks section, item 41 of the form.

d. Officers will send their applications to their major commanders who will state in the forwarding indorsement their recommendation and reasons for approval or disapproval.

e. Chaplains who have previously applied for an RA appointment but were not selected may reapply. (See para 1-31.) However, they should first contact HQDA(DACH-ZA), WASH DC 20314, about vacancies in their denominations.

2-45. Responsibility of major commanders

a. Major commanders will review each application to insure that the applicant meets the eligibility requirements stated in section II, chapter 1. Applications received from ineligible officers will be returned to them with the reasons stated for their ineligibility.

b. The major command chaplain will prepare and send an informal evaluation of each applicant to HQDA(DACH-ZA). The report will include recommendations about the applicant's—

(1) Degree of demonstrated aptitude for the military service.

(2) Personal attributes needed to be a successful RA chaplain.

c. Assemble the application as stated in paragraph 1-28b and forward it to HQDA (DAPC-OPP-P), Alexandria, VA 22332.

2-46. Action within HQDA

a. MILPERCEN will—

(1) Review all applications and related documents for statutory and administrative eligibility of applicants.

(2) Forward the application and related documents to HQDA(DACH-ZA) for consideration by a selection board.

b. The Chief of Chaplains will—

(1) Establish a selection board and consider all applicants.

(2) Return all of the applications to MILPERCEN with recommendations for selection or nonselection and reasons for nonselections.

(3) Promptly notify all nonselectees and those deferred, and give reasons; send a copy of each letter to HQDA(DAPC-OPP-P).

2-47. Service credit

Each selectee will be credited at the time of appointment with the total amount of Army AFCS performed after attaining 21 years of age. In addition, applicants appointed under this section will be credited with 3 years of

service credit for professional training if the use of construction credit is not necessary to meet the age requirements (10 USC 3287). No period of time will be counted more than once.

2-48. Grade determination

See paragraph 4-2.

Section XI

Appointment in the Judge Advocate General's Corps

2-49. General

This section prescribes the special eligibility requirements and procedures for selecting and appointing commissioned officers in the JAGC, RA. Applicants must also meet the eligibility requirements of chapter 1. Before applying, interested officers should first contact HQDA(DAJA-PT), WASH DC 20310. (See AR 601-102.)

2-50. Sources of personnel

Personnel will be procured from—

a. Officers who successfully completed the Funded Legal Education Program (AR 351-22).

b. Reserve Component officers on active duty (AR 601-102).

c. RA officers in the basic branches detailed to the JAGC.

2-51. Age and special eligibility requirements

The applicant must—

a. Have reached his 21st birthday, but must not have passed his 32d birthday (10 USC 3286(a)(2) and (b)) on the date of appointment. However, the maximum age may be increased by the total of Army AFCS performed after attaining 21 years of age, and one of the following, if applicable:

(1) If he was a commissioned officer on active duty on 20 July 1956 (10 USC 3286), a period of not more than 8 years, computed by—

(a) Taking the period of commissioned service that may be credited to the applicant in computing his basic pay, but not more than the period computed by subtracting 32 years from the applicant's age on the date of his RA appointment; and

(b) Subtracting the period of active commissioned service in the Army that the applicant performed after becoming 21 years of age, and before his RA appointment, but not more than the difference in age computed under (a) above.

(2) The number of days, months, and years by which the applicant's age exceeds 32 years, but not more than 2 years.

(3) No officer will be appointed an RA officer under this section if his age is above that age which would prevent him from completing 20 years AFCS before his 55th birthday.

b. Be a graduate of an American Bar Association law school with a professional degree. Attach transcripts of law school credits to the application.

c. Be admitted to practice before the highest court of a State or a Federal court; and be in good standing before the bar. Applicant will furnish a statement from the proper authority showing applicant's admission to practice and standing before the bar.

d. Furnish an affidavit containing a statement of his full-time or part-time legal experience. Include governmental, judicial, teaching, military legal experience, and private practice. If the applicant has—

(1) Practiced law, include a list of the most important cases handled, showing the nature of each, and a general statement of the character of the practice.

(2) Taught law, state the subjects which were taught.

(3) Held judicial office, show the extent of jurisdiction of his court.

(4) Had governmental or military experience, give a description of his position and rating.

e. Be on active duty and have completed at least 2 years of AFCS.

2-52. Period of observation

a. Officers desiring appointment under this section will first be placed on observation for at least 1 year (AR 601-102) as directed by The Judge Advocate General (TJAG), unless the officer has served previously for at least 1 year on active duty as a JAGC officer. Applicants will serve on active duty as Reserve officers to demonstrate their abilities for appointment in the RA.

b. Applicants who are not favorably considered for appointment in the RA may, at the discretion of the Secretary of the Army or upon their own application, be relieved from active duty and discharged from their Reserve commissions in accordance with current Army reserve policies. Applicants who decline RA appointments tendered to them may, at the discretion of the Secretary of the Army, be relieved from active duty. In the absence of such a determination, these officers will complete the obligated period of active service.

2-53. Action within HQDA

a. TJAG will—

(1) Determine an applicant's selection or nonselection.

(2) Promptly notify the applicant by letter of his tentative selection for RA appointment.

(3) Send a copy of the letter to MILPERCEN(DAPC-OPP-P).

b. Upon receipt of a copy of TJAG's letter of tentative selection, MILPERCEN will verify the officer's eligibility by reviewing his official military personnel file against the eligibility requirements in chapter 1 and this section. Eligible selectees will be processed for nomination and appointment.

2-54. Service credit

Each selectee will be credited at the time of appointment with the total amount of AFCS which he performed in the Army after 21 years of age. Also, applicants appointed under this section will be credited

with 3 years of service credit for professional training, if constructive credit is not needed to meet the age requirements (10 USC 3287). Constructive service credit will not be awarded for any period during which the selectee served on active duty as a commissioned officer; e.g., time spent in the Funded Legal Education Program or the excess leave program.

2-55. Grade determination.

See paragraph 4-2.

Section XII Appointment in the Corps of the Army Medical Department

2-56. General

This section prescribes the special eligibility requirements and procedures for selecting and appointing commissioned officers in the various branches of the Army Medical Department (AMEDD) in the RA.

2-57. General eligibility requirements

a. RA appointments in the MC, DC, VC, ANC, and the AMSC will be made under this section and section II, chapter 1.

b. RA appointments in the MSC will be made under chapter 1, and sections II through VII, IX and this section of chapter 2. Applications for branch transfer of RA officers from the basic branches to the MSC will be processed as applications for reappointment in the MSC under this section. Applications will be reviewed at all intermediate commands to avoid sending applications from ineligible officers.

2-58. Restrictions on appointment in the MSC and VC

An applicant with with prior Army active commissioned service will not be appointed in the MSC or VC if the amount of service with which he would be credited (para 2-65b) would require his appointment in a permanent grade higher than that previously held for at least 90 days in the Active Army.

2-59. Age

Applicants for appointment in the AMEDD branches must be at least 21 years old and must meet the age requirements for the branches as follows:

a. *Veterinary Corps and Medical Service Corps.* Applicant must not have passed his—

(1) Thirty-second birthday on the date of appointment in the VC.

(2) Thirtieth birthday on the date of appointment in the MSC. These maximum ages are statutory (10 USC 3286) and cannot be waived. However, they are increased by the total time of AFCS in the Army after attaining 21 years of age, and a period (not to exceed 2 years) equal to the years, months, and days by which the applicant's age exceeds 32 years for VC applicants and 30 years for MSC applicants.

b. *Army Nurse Corps and Army Medical Specialist Corps (10 USC 3291).* On the date

of nomination for appointment by the President, an applicant must not have passed his—

(1) Twenty-seventh birthday for appointment as a second lieutenant;

(2) Thirtieth birthday for appointment as a first lieutenant; or

(3) Thirty-ninth birthday for appointment as a captain.

The maximum ages in (1) and (2) above are increased by an amount of time equal to the commissioned service performed on active duty (to include active duty for training) (10 USC 3291) in the Armed Forces after age 21, but not more than 5 years.

c. *Medical Corps and Dental Corps.* The Army generally needs potential for long service before an original RA appointment in the MC and the DC. However, an applicant can be considered for an appointment as an RA MC officer even if he by virtue of age or prior military service, cannot complete 20 years of AFCS before his 60th birthday. On request, an exception to this policy may be granted by The Surgeon General (TSG), DA.

2-60. Education and professional requirements

Final acceptance of an applicant's credentials is made by TSG. Requirements by specialty area are—

a. *Medical Corps.*

(1) Graduate of an accredited US medical school whose graduates are eligible for unrestricted licensure or have received an unrestricted license. Foreign medical graduates (FMG) must have received a Standard Educational Foreign Medical Graduate Certificate from the Educational Commission for FMG and permanent unrestricted licensure in one of the United States, District of Columbia, Puerto Rico, or a territory of the United States.

(2) Completion of at least 1 year US internship or residency training after graduation from a medical school, except as noted in (3) below. (Application may be submitted before internship is completed.)

(3) A doctor of osteopathy is acceptable if he—

(a) Is a graduate from a college of osteopathy approved by the Bureau of Professional Education, Committee on Colleges of the American Osteopathic Association; and its graduates are qualified to be licensed to practice medicine or surgery in one of the United States, District of Columbia, Puerto Rico, or a territory of the United States; and

(b) After graduation from an approved school of osteopathy has had 12 months or more of intern or residency training in a hospital approved by the American Osteopathic Association or the American Medical Association.

b. *Dental Corps.*

(1) Graduate of an accredited dental school.

(2) Engaged in the practice of dentistry or participating in appropriate professional activities.

(3) If not on active duty at the time of application, must be licensed to practice dentistry in the United States, the District of Columbia, Puerto Rico, or a territory of the United States.

c. *Veterinary Corps.* Graduate of an accredited veterinary school or have received certification by the Educational Commission for Foreign Veterinary Graduates and possess an unrestricted licensure to practice veterinary medicine in the United States, Puerto Rico, or a territory of the United States.

d. *Medical Service Corps.* Have at least the following qualifications for the specialty indicated. The required degree must have been awarded by an accredited institution or program, or one acceptable to TSG—

(1) Optometry—Doctor of Optometry degree and license in one of the United States, the District of Columbia, Puerto Rico, or a territory of the United States.

(2) Podiatry—Doctor of Podiatry degree and license in one of the United States, the District of Columbia, Puerto Rico, or a territory of the United States.

(3) Psychology—Doctorate in Clinical, Counseling, or Research Psychology from a school approved by TSG.

(4) Pharmacy—At least a baccalaureate degree in pharmacy and a license to practice pharmacy in one of the United States, the District of Columbia, Puerto Rico, or a territory of the United States.

(5) Laboratory sciences:

(a) Doctorate in Physiology.

(b) Master's degree in Microbiology, Biochemistry, Parasitology, Immunology, or other laboratory sciences related to health care.

(c) Baccalaureate degree in a biological science with at least 1 year of clinical laboratory experience and certification by the American Society of Clinical Pathology or equivalent.

(6) Audiology—Master's degree in Audiology or in Speech Pathology and Audiology with major emphasis on Audiology.

(7) Social work—Master's degree or doctoral degree in Social Work from a school acceptable to TSG.

(8) Environmental Sciences—Master's degree in Public Health, Industrial Hygiene, Environmental Health, or similar training acceptable to TSG. Applicants with a baccalaureate degree in these specialties will also be considered.

(9) Sanitary Engineering—Master's degree in Sanitary, Civil, Environmental, or Chemical Engineering from an accredited school. Applicants with a baccalaureate degree in a related engineering field may be considered.

(10) Nuclear Medical Science—Master's degree in Radiobiology, Radiochemistry, Nuclear Physics, Health Physics, Radiological Physics, Applied Atomic Physics, or Nuclear Engineering. Applicants with a baccalaureate degree in one of these specialties, and at least a year's experience in the specialty will also be considered.

(11) Entomology—Master's degree in Entomology or Biological Science with a major in Entomology.

(12) Health Care Administration and Field Medical Operations—At least a baccalaureate degree in a health care related field. The major field of study may be waived by TSG for applicants who have a suitable background, education, or experience.

(13) Biomedical Information Systems—Baccalaureate degree in Biomedical Instrumentation Engineering, Operations Research, Systems Analysis, Systems Management, Computer Science and related specialties.

e. Army Nurse Corps.

(1) Graduate of an educational program in nursing which—

(a) Prepares the graduate to become eligible for a license as a registered nurse.

(b) Is accredited by an agency recognized by the US Secretary of Education and acceptable to the DA. In all cases, the accreditation must be in effect on the date the nursing degree or diploma was granted.

(2) Have a baccalaureate degree in Nursing or furnish statements from institutions showing progress toward achieving the degree requirements, and

(3) Have a current license to practice as a nurse in one of the United States, the District of Columbia, or Puerto Rico.

f. Army Medical Specialist Corps. Baccalaureate degree from an accredited institution followed by accredited professional training acceptable to TSG as follows:

(1) *Dietitian Section.* An applicant must—

(a) Have a baccalaureate degree from an accredited college or university including or followed by courses and credit hours required by the American Dietetics Association for entrance into an approved dietetics internship or traineeship.

(b) Hold a certificate of completion of an approved administrative or hospital dietetics internship, or have a degree from a coordinated dietetics program, or had equivalent supervised hospital experience as prescribed and approved by the American Dietetics Association.

(2) *Physical Therapist Section.* An applicant must—

(a) Have a baccalaureate degree, basic master's degree, or a certificate in physical therapy with a baccalaureate degree in another area of study. Degrees or certificates are obtained by completing a physical therapy program accredited by an agency recognized by the Secretary of Education or the Council on Post Secondary Education.

(b) Be eligible for membership in the American Physical Therapy Association.

(c) Furnish proof of State licensure or that licensure examination has been successfully completed.

(3) *Occupational Therapist Section.* An applicant must—

(a) Have a baccalaureate degree, basic master's degree, or a baccalaureate degree

in another area of study followed by a certificate program in occupational therapy approved by the American Occupational Therapy Association and the Council on Medical Education of the American Medical Association.

(b) Furnish proof that field work experience has been completed successfully.

(c) Be certified as an occupational therapist by the American Occupational Therapy Association and furnish proof.

2-61. Source of personnel

a. The primary source of AMEDD RA officers is from Reserve Component AMEDD officers who have demonstrated their qualifications during active military service. This source of applicants will be used to the fullest extent. Any individual who meets the basic eligibility requirements and has the qualities desired for appointment in the RA should be encouraged to apply. Senior officers should carefully observe the performance of their junior Reserve Component officers, particularly those on their initial tours of active duty. Those who meet the basic eligibility requirements and have the qualities desired for RA appointment should be encouraged to apply. They should be—

(1) Told the advantages of an RA career.

(2) Furnished all necessary information and assistance to prepare and submit an application.

b. From Reserve Component officers selected for temporary promotion from secondary zones (sec IX, this chap.).

2-62. Active duty applicants and special evaluation report requirements

Applications for appointment in the AMEDD branches, except MSC and AMSC, will not be submitted earlier than 8 months after applicants entered on active duty. Applications for appointment in the MSC and AMSC will not be submitted prior to completion of 3 years of AFCS, unless the officers are invited to apply by the Chief, Medical Service Corps, or Chief, Army Medical Specialist Corps, respectively. Former RA officers may apply for reappointment after entry on active duty. A special OER will be submitted as stated in paragraph 2-25b, if the applicant has less than 5 years active commissioned service on his current tour. The rater, intermediate rater, and senior rater will specifically comment on the officer's overall qualifications for appointment in the RA. A special evaluation report will be submitted on an MC officer if his DA Form 4037 (Officer Record Brief) does not show that an OER had been previously submitted. Applications for appointment in the MC will not be delayed pending the completion of a special evaluation report. However, commanders will insure that the OER is prepared and submitted promptly per paragraph 5-16, AR 623-105.

2-63. Applications

a. Applicants will complete and submit DA Form 61 together with the documents

stated in table 2-1 for this program, through channels. Responsible commanders will forward the applications with comments to HQDA(DAPC-OPP-P), Alexandria, VA 22332. Applicants do not have to appear before an evaluation board. They must meet the medical and security eligibility requirements stated in chapter 1. After an applicant has been notified of his tentative selection, he will have a medical examination.

b. The type of current service agreement of applicants on active duty (including active duty for training), to include expiration date, if applicable, will be entered on the application (item 41, remarks, DA Form 61).

2-64. Reapplication

See paragraph 1-31.

2-65. Service credit

To determine permanent grade, position on the appropriate promotion list, seniority in permanent grade, and eligibility for permanent promotion, each officer selected for appointment in the RA under this section will be credited at the time of appointment with service as computed by MILPERCEN as follows:

a. *Medical and Dental Corps.* Appointees may be credited with service as indicated in (1) through (6) below. Service credit for periods of less than a full year (other than credit under (2)(a) below) will be computed based on the number of months and days in such periods. However, an officer appointed in the MC will not be credited with less than 5 years of service.

(1) Credit for prior active commissioned service—

(a) As a medical or dental officer in the Army, Navy, or Air Force—100 percent credit.

(b) Other than as a medical or dental officer in the Army, Navy, Air Force—100 percent credit for the first 2 years, 50 percent for each additional year (not to exceed 4 years), and no additional credit for service in excess of 6 years. Medical and dental applicants who took part in the Program for Medical, Osteopathic, Dental, and Veterinary Education for RA and USAR officers of the Army (under AR 601-112) or the Excess Leave Program will receive full credit for service as RA officers.

(2) Credit for professional education, training, and experience not credited under (1) above—

(a) For completion of medical, osteopathic, or dental school—4 years credit.

(b) For professional education, training, and experience following graduation from medical, osteopathic, or dental school (including internship)—100 percent credit for the first 2 years, and 80 percent credit for each additional year.

(3) Additional service credit for outstanding qualifications, when warranted and not to exceed 3 years, may be granted as determined by HQDA. An appointee credited with service under this provision cannot be credited with an amount of service which

would be greater than the actual period of time after graduation from medical, osteopathic, or dental school.

(4) In computing service credit, no period of time will be counted more than once, except for service credit under (3) above.

(5) No officer appointed in the MC or DC under the regulation, who had a break in active service as a medical or dental officer, will be given credit which is equal to or more than the service with which the officer would have been credited except for such break in active service. In such cases, an appropriate amount of service will be credited as determined by HQDA. The service credited will not be less than that stated in (2)(b) above, which gives 100 percent credit for the first 2 years of professional education, training, and experience, after graduation from a medical, osteopathic, or dental school, including internship.

(6) In determining credit to be granted to a graduate of a foreign medical school, a constructive date of graduation will be determined by HQDA, to equate his training with that which he would have received if he had received such training in the United States.

(7) The provisions of this paragraph do not affect service creditable for voluntary or mandatory retirement or for pay purposes.

(8) An officer who—

(a) Holds an RA appointment in the grade of second or first lieutenant, and

(b) Becomes otherwise eligible for transfer to the MC or DC through a new appointment in the RA, but

(c) Will have less than 4 years of promotion list service credit at the time of appointment, will be appointed in grade of first lieutenant in the MC or DC. To determine his position on the promotion list, seniority, and eligibility for promotion, he will be credited with the service authorized in (1) and (3) above, and any additional credit authorized by (2) above to give him a total of 4 years promotion list service as of the date of his appointment in the MC or DC, RA.

(9) An exception to (8) above is an officer who has completed a 1-year internship since graduation from a medical or osteopathic school and is to be appointed in the MC—he will be credited with no less than 5 years' service.

b. Veterinary Corps and Medical Service Corps.

(1) Appointee may be credited with the active commissioned service performed in the Army after attaining age 21, and

(2) Appointee may be credited with the following:

(a) Three years if appointed in the VC if use of constructive credit is not needed to meet the age requirements. Veterinary participants in the Program for Medical, Osteopathic, Dental and Veterinary Education for RA and USAR Officers (under AR 601-112) will receive full credit.

(b) Four years if appointed in the MSC, and if when appointed, he has a Doctor of Philosophy degree or a comparable degree

recognized by TSG in a science allied to medicine; and if constructive credit is not needed to meet the age requirements. If the 4-year credit is authorized, it will be reduced by the amount of any active commissioned service previously credited that covered any time when the appointee was taking part in professional graduate education for which the qualifying degree was granted.

c. Army Nurse Corps and Army Medical Specialist Corps. An appointee will be credited with the AFCS performed after age 21, except that not more than 14 years may be credited. An appointee who does not qualify for at least 3 years' credit may be credited with 3 years' service if he meets one of the requirements below. To compute the periods of professional activities, include all times of appointee's participation in full-time training related to the profession or its practice, after applicant fulfilled the basic educational and professional requirements specified in paragraph 2-60e and f.

(1) Army Nurse Corps.

(a) Has been working in related professional activities for at least 3 years after completing the basic training program in nursing.

(b) Has a baccalaureate degree in nursing from an accredited institution and has at least 12 months of related professional experience.

(c) Has a master's degree in nursing or a clinical specialty from an accredited institution.

(2) Army Medical Specialist Corps.

(a) Has a baccalaureate degree and has completed qualifying professional specialty education as outlined in paragraph 2-60f(1), (2), or (3). In addition, has at least 3 years in related professional activities.

(b) Has a master's degree and at least 1 year of experience in appropriate specialty.

2-66. Grade determination

See paragraph 1-19.

Chapter 3 Posthumous Appointments

3-1. General

This chapter prescribes special requirements and procedures for issuing posthumous commissioned officer and warrant officer appointments in the RA.

3-2. Authority to issue appointments

Title 10, USC, section 1521 for commissioned officers; section 1522 for warrant officers. Appointments are issued by HQDA, MILPERCEN.

3-3. Conditions under which appointments may be issued

A posthumous appointment may be issued when—

a. Commissioned officer—

(1) Was officially nominated for appointment by the President and approved by the Senate; but

(2) Could not accept the appointment because of death in the line of duty, on or after the date of nomination by the President; or

(3) Was approved for appointment by the Secretary of the Army under recess provisions while the Senate was not in session; but could not accept the appointment because of death in the line of duty on or after the date of the Secretary's recommendation.

b. Warrant officer—

(1) Was officially nominated for appointment by the Army Chief of Staff; but

(2) Could not accept the appointment because of death in the line of duty on or after the date of nomination by the Army Chief of Staff.

3-4. Submission of recommendation for appointment

Commanders who know of officers they consider eligible for a posthumous appointment will furnish the following information through military channels to HQDA(DAPC-OPP-P), Alexandria, VA 22332:

a. Name, grade, SSN.

b. Date and cause of death.

c. Statement that the officer's death was in the line of duty.

3-5. Effective date

a. The effective date of the appointment for commissioned officers will be the date of confirmation by the US Senate for appointment under paragraph 3-3a; or the approval date by the Secretary of the Army for appointment under paragraph 3-3b.

b. The effective date of the appointment for warrant officers will be the date of recommendation by the Army Chief of Staff under paragraph 3-3b.

3-6. Bonus gratuity, pay, or allowance (10 USC 1523)

Commissioned and warrant officers may be appointed or promoted posthumously. However, the amount of bonus, gratuity, pay, or allowances is not changed by these appointments or promotions.

Chapter 4 Selection and Appointment Procedures

4-1. Selection and appointment in the Regular Army

a. MILPERCEN will—

(1) Review applications to insure statutory, regulatory, and administrative eligibility.

(2) Request that missing documents or information or the correction of erroneous information be furnished to complete the application.

b. Applications for RA appointment as commissioned officers for assignment to the basic branches, or as warrant officers in

MOSs other than those monitored by TJAG and TSG are forwarded by MILPERCEN to the RASBs for consideration of selection. These RASBs meet twice a year.

c. Applications for RA appointment as commissioned officers and warrant officers in the special branches and MOSs respectively are forwarded by MILPERCEN to the Chief of Chaplains, The Judge Advocate General, or The Surgeon General, as appropriate. The RASBs that will consider the applications for appointment as commissioned officers will meet periodically as necessary; those to consider the applications for appointment as warrant officers will meet twice a year.

d. The names of the applicants recommended for commissioned officer appointments are—

(1) Forwarded to the Secretary of the Army for approval.

(2) The President for nomination.

(3) The US Senate for confirmation.

e. The names of the applicants selected for appointment as warrant officers are forwarded to the Secretary of the Army for approval.

f. MILPERCEN issues and forwards the instructions through the major commanders for consummation of appointments. Notification of tentative selection for appointment in the RA (excluding ROTC selectees) are made by individual letters from MILPERCEN to the selectee. Nonselectees (excluding ROTC nonselectees) are also notified by individual letter from MILPERCEN. Notification of tentative selection for appointment in the RA for ROTC cadets is made by MILPERCEN to the ROTC region commanders who will notify the selectees through the PMS. ROTC cadets not selected will also be notified by the ROTC region commanders through the PMS.

g. DA circulars and letters of instruction are published annually to announce—

(1) The dates the RASB's are to convene.

(2) The cutoff dates for the receipt of applications in MILPERCEN in order to be considered by the specified convening dates of the RASB.

(3) The overstrength year groups, specialties or MOS as appropriate.

(4) Other special requirements as necessary.

h. Approval of RASB recommended selectees for assignment to the Military Intelligence Branch will be coordinated by MILPERCEN with the Director, US Army Personnel Security Group, US Army Intelligence and Security Command.

i. A selectee for a commissioned officer appointment who is not on active duty, but holds a commission in the Reserve Components may ask to be placed on active duty pending consummation of the RA appointment. He will submit a DA Form 160 (Application for Active Duty), in duplicate, to the CG, US Army Reserve Components Personnel and Administration Center, not less than 21 days prior to the date that entry on active duty is desired. In item 7b of the

DA Form 160, "3 years" or "indefinite" will be entered as the period of active duty for which applicant volunteers. The CG, US Army Reserve Components Personnel and Administration Center will forward this application for active duty to HQDA(DAPC-OPP-P).

4-2. Service credit and permanent grade determinations

a. To determine the permanent grade, position on the promotion list, seniority in grade, and eligibility for promotion, each selectee will, when appointed, be credited with the number of years, months, and days of Active Army commissioned service after age 21, and if it applies, the period by which the age is increased as stated in paragraph 1-20a(2).

b. Based on the service credited in a above, the grade in which an appointee is appointed is that grade held by—

(1) The junior officer on the appropriate promotion list who is not a deferred officer; or

(2) An officer considered but not recommended for promotion but who has the same or next longer service as the selectee. The name of the appointee will be placed on the appropriate list immediately below such junior officer.

c. A selectee will not be appointed if the amount of service with which he would be credited under a above would require his appointment in a permanent grade higher than the highest grade held on active duty in the active Federal service in the Army. For this purpose, active service (except for ANC and AMSC selectee, para 2-59b) is defined as continuous AFCS in the Active Army for more than 90 days. Periods of active service of 90 days or less may not be combined to achieve a total of over 90 days.

d. A cadet or midshipman at the US Military, Naval, or Air Force Academy, may not be originally appointed in a commissioned grade in the RA before his classmates are graduated and appointed as officers. Also, an individual who was a cadet or midshipman who did not graduate from one of the academies may not be credited at the time of appointment as a commissioned officer in the RA, with longer service than that credited to a member of his class at that academy whose service has been continuous since graduation and appointment as an RA officer.

e. Service credit and grade determination of appointees in the branches of the AMEDD. See section XII, chapter 2.

4-3. Date of rank determination

See AR 600-20.

Chapter 5 Consummation of Appointment in the Regular Army

Section I

Selection Notification

5-1. Notification

a. Announcement of selection proceedings and notifications to tentative selectees will be made by HQDA letter through command channels to each selectee, except for ROTC cadet tentative selectees (see III and IV, chap. 2) who will be notified by letter through the ROTC region commander and PMS.

b. Selectees from the ROTC DMG and scholarship programs whose applications are received by the announced due dates (para 2-13a) will be notified as promptly as possible. Subsequent ROTC selectees will be notified as soon as possible after recommendation for selection is received from the RASB.

c. A receipt of notification of an applicant's tentative selection is not an authorization to consummate an appointment in the RA.

5-2. Contingencies

a. A selectee subject to a medical examination contingency must meet the medical fitness and weight standards prescribed in AR 600-9 (for Active Army applicants), and chapter 2, AR 40-501 (for all other applicants). He must undergo a Type A or B examination (as appropriate). Selectees will arrange for their medical examinations, except for ROTC selectees. The PMS will arrange examination locations for ROTC selectees (see III and IV, chap. 2). Commanders and PMS will make the arrangements for appropriate examination locations for all selectees whose travel expenses are not chargeable to the Federal Government. Except for ROTC selectees, all other selectees will not be informed that they are medically qualified for RA appointment except by HQDA authority. A scheduled medical examination will not be canceled or discontinued because the selectee does not appear to be medically qualified. Selectees will be advised that final determination of their medical status (except those from ROTC programs) is made by HQDA. If a required medical examination is not done within a reasonable time (normally 15 days) when directed by a major commander, action will be taken by certified mail to determine the cause of noncompliance. If scheduled medical examination is delayed further, it will be interpreted that the appointment has been declined. The selectee will be so informed by certified letter. A copy of the letter and the certification receipt will be sent to HQDA(DAPC-OPP-P), Alexandria, VA 22332.

b. Medical examinations taken to qualify for appointment in the RA are valid for 1 year.

c. A selectee on whom an NAC has not been completed will not be recommended

for Presidential nomination until a favorable NAC is received in HQDA.

d. When a contingency for appointment in the RA cannot be fulfilled by a selectee, HQDA(DAPC-OPP-P) will be notified by letter and all copies of the letter of appointment will be destroyed.

e. If any derogatory information or notice of an initiated or pending investigation is received in HQDA on a selectee prior to his taking the oath of office, his appointment will be stopped until this information is resolved. A Standby Advisory Board will be convened to consider the selectee's suitability for RA appointment in light of this information. The recommendation of the Board is advisory only; it is not binding upon the Secretary of the Army or the President. If the selectee's name has not been forwarded to the President for nomination, the Secretary may remove the selectee's name from the recommended list. If the selectee's name has been forwarded to the President for nomination, and the Secretary believes that the selectee should not be appointed in the RA, the Secretary's recommendation with the facts in the case will be sent to the President. HQDA will advise the selectee of the delay and of the final action by the Secretary or the President, as applicable.

Section II Appointment Notification

5-3. General

a. A delay between the notification date of the appointment and the acceptance date will advance the date of rank as commissioned officers for those selectees not on active duty. Therefore, all personnel will adhere to the time limits for the completion of actions prescribed here for commissioned officers not on active duty. Acting quickly will avoid penalizing applicants for delays after the nomination dates. Oaths of office will not be taken until all contingencies are resolved.

b. When Presidential nomination and Senate confirmation have been made for commissioned officers, their names are announced in DA appointment orders. These orders will protect each appointee's rights to any higher temporary grade or more senior date or rank. MILPERCEN will send enough copies of the appointment orders for ROTC RA selectees to the ROTC region commanders; for all others RA selectees, the appointment orders, with individually addressed letters of appointment, will be forwarded to the major commanders.

5-4. Tender of appointment as commissioned officers

a. Upon receipt of the appointment orders and letters, major commanders will tender appointments to all selectees within their commands who are 21 years old and have no contingencies. ROTC DMG and scholarship graduates may be appointed in the RA even though under 21. A selectee

whose appointment is subject to contingencies will be appointed in the RA immediately after the contingencies are resolved. An appointee will not take an oath of office before being medically qualified. When possible, HQDA will give appointment orders and assignment instructions for year-end ROTC selectees to ROTC region commanders in time to tender appointments in the RA on the date of the selectee's graduation. However, the time required for processing and securing Presidential nomination and Senate confirmation will not always permit furnishing appointment orders and assignment actions for midterm graduates or year-end graduates who fail to apply sufficiently in advance of the graduation date. ROTC region commanders will try to resolve any contingencies and insure that all appointees becoming DMGs on graduation day are tendered their appointments on that day.

b. The following documents will be promptly sent to each selectee:

(1) Letter of appointment (to be retained by selectee) (ROTC RA selectees excluded).

(2) A copy of the DA appointment order.

(3) DA Form 71 (Oath of Office—Military Personnel) for RA appointment. (See AR 135-100.)

(4) DA Form 71 (Oath of Office—Military Personnel) for US Army appointment, if applicable.

(5) DA Form 1972 (Regular Army Appointment Information) in triplicate.

(6) Instructions to the selectee, not on active duty, to have his social security card when reporting to his first duty station.

(7) Instructions telling selectees of the need for a medical statement (para 5-6c).

(8) Instructions to selectees, not on active duty, of a possible deferment of their taking the oath of office (sec IV, this chap).

(9) Initial duty assignment orders, if applicable.

Section III Consummation of Appointment

5-5. General

Care will be taken to complete all the documents needed to make the appointment; they all become basic records needed for an officer's RA career.

5-6. Action required of all selectees

a. A selectee who wants to accept an appointment will take the RA oath of office (1 copy DA Form 71) within 3 months of the date of notification (except for ROTC selectees). The following documents will be sent to the appropriate major commander for dispatch to HQDA(DAPC-OPP-P), Alexandria, VA 22332:

(1) DA Form 71 for RA appointment.

(2) DA Form 71 for appointment in the US Army, if required (para 4-3).

(3) Medical statement required by c below.

(4) DA Form 1972, in triplicate.

(5) Initial RA assignment orders issued by the major commander, in duplicate (para 5-13).

b. Before sending the above documents to HQDA(DAPC-OPP-P), major commanders will attach a copy of the letter of appointment in the USAR issued by the major commander or by the CG, RCPAC. This letter will be attached if such an appointment had been accepted before the acceptance of the current appointment in the RA.

c. On the date that appointee is to take the oath of office, he will first fill out DA Form 3081-R (Periodic medical examination (statement or exemption)) (chap. 10, AR 40-501). This form will not be modified. If it cannot be completed in the format shown, the appointment will not be consummated. HQDA(DAPC-OPP-P) will be told the reasons for the nonconsummation. If needed, a new report of a medical examination as prescribed in paragraph 5-2 will be submitted when the selectee's medical condition permits, or as directed by HQDA(DAPC-OPP-P).

d. Appointees with prior military service who accept appointment in a branch of the AMEDD will furnish proof of completing their schooling or internship to their military personnel office (MILPO). This proof will attest to their claim for constructive service credit. Proof may be a diploma from the professional school, a transcript of school credits, a letter from the school, or any other document that proves the dates that appointee attended the school or served as an intern. The proof must show the day, month, and year of entry and completion of the professional school or internship. The MILPO will obtain three copies of the document that verifies the dates; one copy will be filed in the selectee's Personal Financial Record; one copy will be submitted with the selectee's military pay voucher; and one copy will be sent to HQDA(DAPC-OPP-P), Alexandria, VA 22332.

e. All documents about the appointment will include the appointee's social security number.

5-7. Reporting disposition of appointee

a. If an appointee (other than an ROTC RA appointee) does not accept appointment within 3 months of the tendering of appointment, and if a delay has not been asked for (sec IV) the appointment will be ABANDONED, and it will be reported by the originating major commander to HQDA(DAPC-OPP-P), Alexandria, VA 22332.

b. An ROTC RA appointee must take the RA oath of office within 30 days of the eligibility date for appointment; exceptions include—

(1) An approved educational delay or temporary deferment (maximum of 60 days). (See para 5-11.)

(2) A report to HQDA(DAPC-OPP-P), Alexandria, VA 22332, by the ROTC region commander directing the appointee is ABANDONED.

c. An appointee from the ROTC DMG program, who accepts appointment in the USAR, rather than the RA, but he does not decline in writing (within 60 days of the eligibility date for RA appointment) will also be reported to HQDA(DAPC-OPP-P), by the originating ROTC region commander as having ABANDONED his RA appointment.

d. MILPERCEN will try to contact the commander and appointee (other than ROTC selectees) after receiving word of abandonment of appointment. Should the appointee be contacted and still want to accept the RA appointment, a new appointment letter will be sent. If a declination or acceptance is not received within 2 months after the second contact, a revocation of the original appointment order will be sent by MILPERCEN through the commander to be appointee, and the offer of appointment will be closed. The appointee will have to reapply for appointment once the revocation order has been dispatched.

e. When jurisdiction for processing an appointee is transferred from one major commander to another, the gaining commander will inform the losing major commander of the disposition of the case (e.g., acceptance of the appointment or disapproval for failure of appointee to be medically qualified). An information copy will be sent to HQDA (DAPC-OPP-P), Alexandria, VA 22332.

5-8. Declination of appointment

The major commander will acknowledge receipt of declination of appointment (bearing appointee's signature); and he will quickly send it with an acknowledgement to HQDA(DAPC-OPP-P).

Section IV

Delay in Acceptance of Appointment

5-9. General

a. Appointees who are not on active duty as commissioned officers may be granted a delay in acceptance of appointment for these reasons:

- (1) To settle family or business affairs.
- (2) Sickness of the individual or sickness or death with the immediate family.
- (3) To pursue graduate study (ROTC cadets).

b. A delay will not be granted for reasons such as awaiting the results of an appointment to a civilian or governmental position.

c. When an appointee wants to delay his acceptance of appointment in excess of 30 days, he must ask for the delay within 30 days of receipt of the appointment notice.

d. A request for a delay will not be granted if it will cause the appointee to be ineligible because of overage prior to the planned date of taking the oath of office.

5-10. Request for delay

The request for delay will state the period of delay, the reason, and the employment status of the appointee (e.g., self-employed, contractual, commercial, Federal, State, or local government, or with an international agency). The request will be sent to the major commander who tendered the appointment.

5-11. Processing the request for delay

a. The major commander may approve a request for a delay of less than 60 days. The notice to the appointee will include the following information:

(1) The date of rank as an officer in the RA is the date the oath of office is taken. It may be adjusted to include actual or constructive service credited by law.

(2) The RA oath of office may be taken at any time during the delay period if the appointee wants to shorten the authorized delay period.

(3) An approval of a delay in taking the RA oath of office will not delay taking the USAR oath of office (applicable to ROTC only). A copy of the delay approval will be sent promptly by the major commander to HQDA(DAPC-OPP-P).

b. A delay in excess of 60 days is not authorized.

Section V

Initial Duty Assignment Orders

5-12. General

a. HQDA will give assignment instructions for RA appointees, not on active duty as commissioned officers, to the major commanders at least 45 days before the appointee's date of appointment. (See AR 614-105 for the policy and procedures for assignment of ROTC and USMA graduates appointed in the RA.)

b. Appointees initially ordered to active duty in the RA may be given a maximum of 30 days advance leave per paragraph 5-1, AR 630-5. Advance leave granted must be at the request of the appointee. The appointee will be told that he may report for active duty before the end of the leave. However, per diem allowance, if approved, will not start prior to the specified reporting date. A delay in reporting for active duty because advance leave is granted is not to be confused with a delay in taking the oath of office (sec IV, this chap.).

5-13. Issuance of initial assignment orders

a. Major commanders will issue the initial assignment orders. For appointees who are authorized excess leave by HQDA, the major commanders, unless otherwise directed by HQDA, will issue the initial active duty orders to assign appointees to—

(1) The US Army Student Detachment, Fort Benjamin Harrison, IN 46216; or

(2) For AMEDD appointees, the US Army Medical Department Student Detachment, Fort Sam Houston, TX 78234

b. See Format 110, AR 310-10, for format of orders. Copies of the orders will be sent to the following commanders:

(1) For appointees assigned to the basic branches, one copy to the appropriate MILPERCEN officer personnel management division. (See para 5-15c(3) for correct address.)

(2) Two to HQDA(DAPC-OPP-P), Alexandria, VA 22332, with the oath of office.

(3) One copy to HQDA(DAPC-PSR-R), Alexandria, VA 22332.

(4) For appointees in the MSC, one copy to HQDA(SGPE-PD), 1900 Half Street, SW, WASH DC 20324

c. Copies of all changes to the initial assignment orders will be distributed according to b above. Procurement program identification and administrative entries will be made in accordance with AR 601-110.

5-14. Action by appointees

a. Appointees who accept appointment and are not on active duty will comply with the initial assignment orders no later than the day after they take the oath of office.

b. Appointees who decline the appointment will notify the appropriate major commander unless they have previously declined the appointment in writing.

5-15. Action by major commanders (excluding ROTC region commanders)

On receipt of an oath of office (DA Form 71), the major commander will—

a. Record the date of acceptance on the pertinent documents in the field personnel file.

b. Annotate the oath of office document by citing the assignment orders and reporting date.

c. Mail copies to the following addresses:

(1) One copy to the commander of the first military organization to which the officer will report having responsibility for the initial preparation of the officer's pay and personnel records.

(2) One copy to HQDA(DAPC-OPP-P), Alexandria, VA 22332.

(3) One copy to MILPERCEN for officers assigned to the basic branches addressed as follows: HQDA(DAPC-OP . . .), Alexandria, VA 22332. (Complete the symbol by adding the appropriate letter, i.e., C (Colonels Division), E (Combat Arms Division), F (Combat Support Arms Division), G (Combat Services Support Division). For commissioned officers appointed in a branch other than their current branch, one copy to both the losing and gaining divisions, if appropriate. For warrant officers (except those controlled by TSG and TJAG) to HQDA (DAPC-OPW), Alexandria, VA 22332.

Chapter 6 Warrant Officer Procurement Program

Section I Special Eligibility Requirements and Application Procedures

6-1. General

This section prescribes the special qualifications and administrative procedures for appointment of warrant officers in the RA. Applicants must also meet the eligibility requirements in chapter 1.

6-2. Sources of personnel

Regular Army warrant officers will be procured from Reserve Component warrant officers on active duty.

6-3. Qualifications

To qualify for an RA appointment, an applicant must—

a. Have demonstrated through experience or training outstanding technical ability and aptitude for military service.

b. Have an exemplary record of efficiency and personal conduct.

c. Possess personal attributes needed for a successful career as a warrant officer of the RA.

d. Be able to complete 30 years of active Federal service (AFS) by age 62. Requests for waiver of this requirement may be submitted to HQDA(DAPC-OPP-P), for consideration, provided the warrant officer can complete 20 years AFS by age 62.

e. Be a high school graduate, completed high school, or have passed the General Education Development (GED) test (high school level) through the US Armed Forces Institute (USAFI). Documentation of the completion of the GED test must be attached to the application if the information is not already on file in HQDA.

f. Meet the education requirement for the military occupational specialty (MOS) for which appointment in the RA is desired, if the MOS requires more than a high school level education. An associate degree is the desired educational goal for RA warrant officers.

g. Have completed a minimum of 3 years of his current tour of active service as an Army warrant officer by the convening date of the board.

6-4. Invitation to apply

Warrant officers who have completed less than 3 years of active warrant officer service on current tour may apply if invited by letter from the CG, MILPERCEN (DAPC-OPW); the Cdr, US Army Medical Personnel Support Agency (SGPE-PDM); or The Judge Advocate General (DAJA-PTW), as appropriate.

6-5. Application procedures

a. DA Form 61 is the application form to be submitted. (See para 1-25.)

b. Applicant will list in order of preference up to three choices of MOSs. Preferences are limited to those MOSs already awarded to the applicant and to those in which he has served on active duty as a warrant officer.

c. Evaluation reports and letters. (See para 2-25b.)

d. Table 6-1 lists the other documents to be submitted with an application.

Table 6-1 Documents Required to Process Warrant Officer Applications

Item: 1.
Documents: Application for Appointment (DA Form 61)
Number of Copies: 1

Item: 2.
Documents: Photograph, recent, 4" x 10", full length standing, Class A uniform
Number of Copies: 1

Item: 3.
Documents: Documentary evidence of birth or statement of citizenship (para 1-11)
Number of Copies: 1

Item: 4.
Documents: Documentation of completion of high school and transcript of accumulated college credits, or documentation of completion of GED test (if not in DA personnel files)
Number of Copies: 1

Item: 5.
Documents: Statement of initiation of NAC or statement of favorable completion of NAC (reproduced copy of DA Form 873 is not authorized)
Number of Copies: 1

Item: 6.
Documents: Conscientious objector statement, if applicable (para 1-15)
Number of Copies: 1

Item: 7.
Documents: Statement signed by applicant (para 1-23a(8)) that he meets the weight standards as stated in AR 600-9.
Number of Copies: 1

Note:
Above table states the number of copies of listed documents which will be forwarded to HQDA (DAPC-OPP-P). Additional copies will be kept to a minimum. Required forms will be requisitioned through publication supply channels.

e. Application will be sent through channels to HQDA(DAPC-OPP-P). All commanders in the chain of command will include their recommendations for approval or disapproval in their forwarding indorsements. If disapproval is recommended, the reasons will be stated. Commanders who have personal knowledge of an applicant's performance or qualifications will include this in their comments.

f. Commanders will review applications to determine the eligibility of the applicants and will take action as stated in this regulation. Applicants found ineligible will be told of the reasons for their ineligibility when their applications are returned.

g. Commanders will notify applicants of any unavoidable processing delays (e.g., a need for additional information).

6-6. MILPERCEN responsibilities MILPERCEN will—

a. Review applications for statutory, regulatory, and administrative eligibility.

b. Forward applications and official military personnel files to the appropriate RASB or DA staff agencies indicated in paragraphs 4-1b and c.

c. Furnish names of applicants selected and recommended for RA appointment by the RASB, to the Secretary of the Army for approval (para 4-1e).

d. Inform applicants of their nonselection or tentative selection (para 4-1f and 5-1).

e. Instruct the commanders to have the appointments consummated.

Section II Appointment

6-7. Tender of appointment

a. On approval of the selectees by the Secretary of the Army, the applicants will be tendered appointment as RA warrant officers.

b. The date of appointment will be the date of acceptance by the applicant; generally the date the applicant takes the oath of office.

6-8. Creditable service

Only active service as a warrant officer will be considered when determining the RA grade, position on the RA promotion list, seniority in grade, and eligibility for promotion. Subject to paragraph 6-9c, an appointee will be credited on the appointment date with the years, months, and days of active service as a warrant officer, minus the years, months, and days spent in a nonselect for promotion status.

a. Nonselect time is between the adjournment date of the promotion selection board which first considered the appointee, but did not select him, and the adjournment date of the promotion board which later selected him for promotion.

b. Active warrant officer service means full-time active duty as a warrant officer in the Army for more than 90 consecutive days. Active duty or active duty for training for periods of 90 days or less will not be included and will not be combined to total a period of over 90 days.

6-9. Determination of RA grade and date of rank

a. Grade is determined as follows:

Creditable service: Less than 3 years
Grade: WO1

Creditable service: 3 years but less than 9 years
Grade: CW2

Creditable service: 9 years but less than 15 years
Grade: CW3

Creditable service: 15 years or more
Grade: CW4

b. The service credit computed in this paragraph will be used solely to determine the RA grade and date of rank of the appointee.

(1) To determine the time in grade to be credited to warrant officers to be appointed in grades CW2, CW3, and CW4, subtract 3, 9, and 15 years, respectively, from the total creditable service.

(2) For those warrant officers to be appointed in the grade of WO1, the date of rank will be computed by subtracting the amount of creditable service of less than 3 years from the tentative date of appointment as determined by MILPERCEN. The date of rank will not be earlier than the date on which the appointee entered on active duty as a warrant officer.

c. A warrant officer will not be appointed in a grade or with a date of rank which would make him senior to any RA warrant officer who is senior in a temporary grade or date of rank to the appointee. If the date or rank within grade would make the appointee senior to RA warrant officer who is senior to the appointee in a temporary grade or date of rank, the appointee will be given a later date of rank. If necessary, the appointee will be given a lower grade making him 1 day junior in rank to the RA warrant officer who is next senior in the AUS seniority list to the appointee and has never failed selection or been deferred.

d. If an appointee for WO1 will be credited with more than 2 years of time in grade, or an appointee for CW2, CW3, or CW4 will be credited with more than 5 years of time in grade, the RA Promotion Selection Board will determine the eligibility for promotion in time for the promotion to be made on the third or sixth anniversary, respectively, of the RA appointment. If a regularly constituted board cannot take this action, the appointee will be advised that he has been selected and will be given the next higher grade on the date he would have completed the required time in grade had he been appointed in the lower grade.

6-10. Temporary grade

Temporary grades for appointees accepting RA appointment are determined as follows:

a. An appointee holding warrant officer status in the Army and now on active duty in a grade higher than the one he will receive in the RA, will continue on active duty in his Army warrant officer grade.

b. An appointee on active duty as a USAR warrant officer in a grade higher than he will receive when appointed in the RA, and does not hold coexisting warrant officer status in the Army, will be appointed concurrently in the temporary higher Army grade held at the time of RA appointment.

6-11. Dual appointment status

Acceptance of an RA warrant officer appointment does not bar the appointee from

also holding a commissioned officer appointment in the USAR. See AR 600-39 for these provisions. However, an RA warrant officer holding a dual status under this program is not eligible to serve on extended active duty in the commissioned officer status, except during war or national emergency. (RA warrant officers may apply for a direct appointment as a USAR commissioned officer with concurrent active duty (see AR 135-100, AR 135-210); however, they must resign from their RA warrant officer status. (See para 1-5r, AR 135-100).)

6-12. Probationary period

(See para 1-8.)

6-13. Regular Army service obligation

(See para 1-9.) Request for exception to this requirement will be considered by HQDA, MILPERCEN, on an individual basis.

Table 2-1

Documents Required to Process an Application for Regular Army Appointment

The following listed documents are required to process an application for appointment in the Regular Army. The number of copies of each Document to accompany the application for forwarding to HQDA(DAPC-OPP-P) is listed in the columns under each section number (program). Additional copies for intermediate channels should be kept to a minimum. Reference the testing material, forward only the form(s) shown in parentheses after the title of the test package. See DA Pamphlet 310-8 for ordering the component parts of each test package. Requisition the forms through publication channels.

Documents	Applicable Section of Chapter 2 and Number of Copies Required											
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
1. DA Form 61 (Application for Appointment)	1	1	1	1	1	1	1	1	—	1	1	1
2. Photograph, recent, 4" X 10", full length, standing. (Class A uniform for all active military personnel.)	1	1	1	1	1	1	1	1	—	1	—	1
3. Documentary evidence of birth or statement of citizenship (para 1-11)	1	1	1	1	1	1	1	1	—	1	—	1
4. Transcript(s) of accumulated college credits ¹	1	1	1	1	1	1	1	1	—	1	1	1
5. Statement verifying the completion of 2 or more years of credit for a baccalaureate degree (para 1-12a) ²	1	1	—	—	1	—	—	—	—	—	—	—
6. DA Form 483 (Officer Assignment Preference Statement)	1	1	—	—	—	1	1	1	—	—	—	—
7. National Agency Check (statement of initiation) OR	1	1	1	1	1	1	1	1	—	1	—	1
8. National Agency Check (statement of favorable completion). Photocopies of DA Form 873 are not authorized ...	1	1	1	1	1	1	1	1	1	1	1	1
9. Conscientious objector affidavit ³	1	1	1	1	1	1	1	1	—	1	—	1
10. Statement of final class standing	—	1	—	—	—	—	—	—	—	—	—	—
11. Designation as a distinguished graduate of the OCS	—	1	—	—	—	—	—	—	—	—	—	—
12. Letter of recommendation (character reference) from 3 individuals	—	—	—	—	—	3	3	3	—	—	—	—
13. DA Form 6263-1 (Answer Sheet, Officer Qualification Inventory, OQI-1) ⁴	1	—	—	—	—	—	—	—	—	—	—	—
14. DA Form 6227 (Interview Record, Officer Leadership Board Interview, OLB-1)	3	—	—	—	—	—	—	—	—	—	—	—
15. DA Form 6217 (Interview Blank, Form 4, Work Sheet C), and DA Form 6217-1 (Board Rating and Recommendation, Form 4, Work Sheet D)	—	—	—	—	—	3	—	—	—	—	—	—
16. DA Form 6211-1 (Answer Sheet, Biographical Information Blank, Form F)	—	—	—	—	—	1	—	—	—	—	—	—
17. DA Form 6274-3 (Army Adaption Inventory (AAI) Work Sheet)	—	—	1	1	—	—	—	—	—	—	—	—
18. DA Form 6225 (Appraisal Sheet S, Interview Appraisal Sheet S)	—	—	—	—	—	3	—	—	—	—	—	—
19. DD Form 398 (Statement of Personal History) ⁵	4	4	4	4	4	4	4	4	—	—	—	—
20. FD Form 258 (FBI Fingerprint Card) ⁵	2	2	2	2	2	2	2	—	—	—	—	—
21. Evaluation letter ⁶	—	—	—	—	1	—	—	—	—	1	—	—
22. Designation as a distinguished military student	—	—	1	1	—	—	—	—	—	—	—	—

Table 2-1
Documents Required to Process an Application for Regular Army Appointment—Continued

Documents	Applicable Section of Chapter 2 and Number of Copies Required											
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
23. Statement relative to appointment in JAGC, MC or DC (para 2-15b).....	—	—	1	1	—	—	—	—	—	—	—	—
24. DA Form 4609-R (ROTC Cadet Performance Evaluation)	—	—	1	—	—	—	—	—	—	—	—	—
25. TRADOC Form 958-R (ROTC Advanced Camp Cadet Evaluation) ⁷	—	—	1	1	—	—	—	—	—	—	—	—
26. Photostatic copy of current registration as a nurse ⁸	—	—	—	—	—	—	—	—	—	—	—	1
27. Photostatic evidence of internship, residencies, fellowships completed (as appropriate) ⁹	—	—	—	—	—	—	—	—	—	—	—	1
28. Evidence of license ¹⁰	—	—	—	—	—	—	—	—	—	—	—	1
29. Evidence of certification for foreign medical graduates ¹¹	—	—	—	—	—	—	—	—	—	—	—	1
30. Statement of admission to practice law (para 2-51c)	—	—	—	—	—	—	—	—	—	—	1	—
31. Affidavit of legal experience (para 2-51d)	—	—	—	—	—	—	—	—	—	—	1	—
32. DA Form 4370-R (Preference Statement for Specialty, Duty, and Initial Training)	—	—	1	1	—	—	—	—	—	—	—	—
33. Statement signed by applicant that he/she meets the weight standards as stated in AR 600-9 (see para 1-23a(6) this AR)	1	1	—	—	1	1	1	1	1	1	1	1
34. Flight Aptitude Selection Test Results and Flight Physical for Flight	—	—	1	1	—	—	—	—	—	—	—	—
35. Evaluation statements for ANC and AMSC applicants	—	—	1	1	—	—	—	—	—	—	—	—

Notes:

- ¹ Chaplain (sec X) applicants will also include transcripts of seminary credits. Applicants for JAGC (sec XI) will also include transcripts of law school credits. Transcript(s) of any additional credits must be submitted. For MC, DC, ANC, AMSC, and VC applicants, only credits accumulated after receiving a baccalaureate degree are required.
- ² To be submitted by an applicant who does not have a baccalaureate degree, but is submitting a transcript of college credits. (See para 1-21.)
- ³ See paragraph 1-15 and appropriate section on DA Form 61.
- ⁴ EM, male WO, and nonobligated personnel (not required of former Reserve Component commissioned officers, former RA officers, or officers who are members of the NGUS or USAR and never served on extended active duty).
- ⁵ Required only of applicants applying for MI, ADA, and FA, if not already serving in one of these branches.
- ⁶ See paragraph 2-25b or 2-45b, as applicable.
- ⁷ Prepared at summer camp (sections A, B, and C). (Furnish computer printout of section C.)
- ⁸ Army Nurse Corps applicants only.
- ⁹ Required of MC, DC, AMSC applicants only.
- ¹⁰ Applicants for assignment in pharmacy, optometry, or podiatry specialties only.
- ¹¹ Required only if MC applicants. (See para 2-60a(1).)

**Table 2-2
Technical Specialties**

Specialty	Branch										
	AGC	CML	CE	FIN	MSC	MI	MPC	ORD	QMC	SIGC	TC
Administration											
Business (Trans major rqr for TC)	X			X	X	X	X	X	X	X	X
Hospital					X						
Hotel & Restaurant Management	X								X		
Personnel	X				X		X	X	X		X
Public	X				X	X	X		X		X
Aerodynamics								X			X
Agriculture									X		
Animal Husbandry									X		
Architecture			X		X						
Audiology					X						
Bacteriology					X				X		
Biochemistry		X			X				X		
Business—ADPS	X								X		
Business and Commerce	X			X			X	X	X		X
Cartography			X			X					
Chemistry											
Analytical		X			X				X		
Hi-Polymer		X							X		
Industrial		X						X	X		
Organic and Physical		X			X				X		
Paper									X		
Commercial Science								X			
Criminology/Corrections						X	X	X			
Dairy Science									X		
Dental Hygiene					X						
Economics	X			X	X	X		X	X		X
Education	X				X	X	X		X		X
Electronics						X		X		X	
Engineering											
Administrative			X					X			
Aeronautical			X					X			X
Automotive								X			X
Biological					X						
Chemical		X	X		X			X	X		
Chemical Research		X						X			
Civil			X		X						X
Communications			X			X				X	
Computer Systems			X	X	X	X		X		X	X
Electrical			X			X		X	X	X	
Electronic			X			X		X		X	
Explosive			X					X			
Industrial			X					X	X	X	X
Inspection								X			
Management			X		X			X		X	X
Mechanical			X					X	X	X	
Metallurgical			X					X			
Mining			X								
Nuclear		X	X		X			X			
Nuclear Effects		X	X		X			X	X		X
Petroleum			X						X		
Radio						X				X	
Radiological Defense		X	X								
Safety			X				X	X			X
Sanitary			X		X				X		
Structural			X					X			X
Organizational Behavior/Personnel Mgt	X										
Organizational Effectiveness	X										
ORSA (Business)	X										
Textile									X		
Traffic							X				X
Wire Communications						X				X	
Entomology					X			X	X		
Environmental sciences					X						
Food Technology									X		
Foreign Affairs						X	X				
Geodesy			X								
Geography and Climatology			X			X					
Geology			X			X					
Horticulture									X		
Law						X	X				

Table 2-2
 Technical Specialties—Continued

Specialty	Branch										
	AGC	CML	CE	FIN	MSC	MI	MPC	ORD	QMC	SIGC	TC
Law Enforcement	X	X
Leather Technology	X
Linguist	X	X
Management
Accounting and Financial	X	X	X	X	X
Industrial	X	X	X	X	X	X	X	X
Institutional	X	X	X	X	X
Personnel	X	X	X	X	X	X
Production	X	X	X
Mathematics (Statistics Inc.)	X	X	X	X	X	X	X	X
Metallurgy	X
Meteorology	X	X
Microbiology	X
Motion Picture and Television	X
Naval Architecture	X
Nuclear Medical Science	X	X	X
Nuclear Physics	X	X	X	X	X
Nutrition	X
Operations Research	X	X	X	X	X	X	X	X
Optometry	X
Parasitology	X
Pharmacy	X
Photo Interpretation	X	X
Photogrammetry	X
Photography	X	X
Physics	X	X	X	X	X	X	X
Physiology	X
Plant Pathology
Podiatry	X
Political Science	X	X	X
Portable and Flexible Structures	X
Psychology
Clinical	X	X	X	X
Experimental	X	X	X	X
Public Health	X
Radiobiology or Health Physics	X	X
Social Science	X	X	X	X
Social Work	X	X	X
Soils	X

(Para 1-26b and 2-27a)

DELAY STATEMENT

In consideration of being selected for a Regular Army appointment and being authorized to complete my master's degree in a delay status, I agree, upon the successful completion of the graduate study, to accept appointment in the Regular Army within 60 days after graduation. I will accept a commission in the US Army Reserve to pursue my master's degree.

If I am unable to enter graduate study, fail to maintain acceptable grades, or abandon the study, I will (within 60 days) notify the Commander, US Army Reserve Components Personnel and Administration Center, St. Louis, MO 63132, and my officer career management division of such status. I will also (within 60 days) take the Oath of Office (DA Form 71), complete DA Form 1972 (Regular Army Appointment Information), take a medical examination, and forward the required documents to the Commander, US Army Reserve Components Personnel and Administration Center.

I understand that by completing this statement and upon acceptance at a university to obtain my master's degree, I am obligated to go on a delay status (up to 2 years) to obtain a master's degree. I further understand that I will not accrue a service obligation under this delay program.

... *(Signature)* ...

... *(Printed or typed first, middle, and last name)* ...

... *(SSN)* ...

Figure 2-1. Delay Statement

(Para 2-15b)

In consideration of being allowed to complete my professional training, I agree, upon successful completion of the training, to accept appointment in the (Medical Corps, Dental Corps, Army Nurse Corps, Army Medical Specialist Corps, Medical Service Corps, or Veterinary Corps), Regular Army, if tendered.

I understand that my completion of professional training will not automatically lead to my appointment in the MC, ANC, AMSC, MSC, DC, OR VC, as I have been informed that the number of persons eligible for such appointment may exceed the number of vacancies that can be filled.

I also understand that, if I do not elect to accept a commission in the MC, ANC, AMSC, MSC, DC, or VC, if tendered, or if I fail of final selection by The Surgeon General, or otherwise fail to qualify for appointment, I may be ordered to active duty under my Reserve Component commission in the branch to which I am assigned for a minimum of 3 years (4 years for scholarship cadets).

... (Signature) ...

... (First, middle, last name—Printed or Typed) ...

... (SSN) ...

Figure 2-2. Statement of agreement required for appointment in MC, ANC, AMSC, MSC, DC, or VC

(Para 2-10b)

In consideration of being allowed to complete my professional legal education, I agree to accept appointment in the Judge Advocate General's Corps, US Army Reserve, if tendered. I understand that completion of professional education will not automatically lead to my appointment in the Judge Advocate General's Corps.

I understand that I must be a graduate of an ABA approved law school and that I must be admitted to the highest court of a State or Federal court in order to be accepted for a judge advocate appointment.

I also understand that, if I do not apply for a commission in the Judge Advocate General's Corps, or if I am not selected by The Judge Advocate General, or if I otherwise fail to qualify for appointment, I may be ordered to active duty in the branch to which I am assigned to satisfy all service obligations.

I understand that I may apply for a Regular Army appointment in the Judge Advocate General's Corps after a minimum of 2 years active service in the Judge Advocate General's Corps.

... (Signature) ...

... (First, middle, last name—Printed or Typed) ...

... (SSN) ...

Figure 2-3. Statement of agreement required for appointment in JAGC

(Para 2-10b)

... (Place) ...

... (Date) ...

SUBJECT: Evaluation of Applicant for Appointment in the Regular Army

HQDA (DAPC-OPP-P)
Alexandria, VA 22332

1. I, the undersigned, submit the following evaluation of

... (Name, Grade, Branch, SSN) ...

an applicant for appointment in the Regular Army.

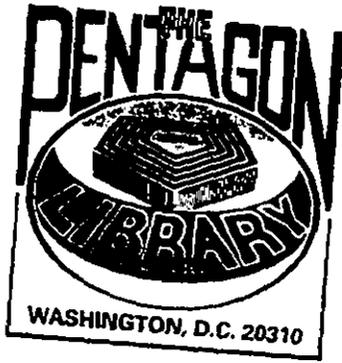
2. (A paragraph evaluating the applicant's personal qualities.)
3. (A paragraph evaluating the manner in which the applicant performs his duties.)
4. (A paragraph evaluating the applicant's overall ability to deal with people.)
5. (A recommendation regarding the overall potential to the active service with respect to appointment in the Regular Army.)

... (Signature) ...

... (Name, Grade, and Duty Assignment or Civilian Position Title—printed or typed) ...

Figure 2-4. Letter of evaluation for inservice, Reserve component officers attending military or civilian schools as a student

(Para 2-25b(2))



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