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							061530Z	MAR	78

MESSAGE HANDLING INSTRUCTIONS

FROM: CDRMILPERGEN ALEX VA //DAPC-OPP-P

TO: ALL HOLDERS OF INITIAL DISTRIBUTION COPIES OF AR 601-100

4-7-78

SUBJECT: Interim Change Number 9 to AR 601-100, Appointment of Commissioned and Warrant Officers in the Regular Army

1. This interim change is being distributed through the publications pinpoint distribution system to all holders of AR 601-100, in accordance with DA Form 12-9A.

2. Page 2-12. a. Paragraph 2-60 is amended to read:

"2-60. Age. Applicants for any corps of the Army Medical Department must be at least 21 years of age, and must also meet the age requirements for the corps as listed below:"

b. Add subparagraph c to paragraph 2-60 as follows:

"c. Medical Corps and Dental Corps. The needs of the Army generally require potential for long service prior to an original Regular Army appointment in the Medical or Dental Corps. Accordingly, no person may be appointed a Regular Army Medical or Dental Corps officer under this regulation if the applicant, by virtue of age or prior military service, is unable to complete 20 years of active Federal service before attainment of his/her 60th birthday. Exception to this policy may be granted upon request by The Surgeon General, Department of the Army."

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DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE		SPECIAL INSTRUCTIONS	
A. Winslow, DAPC-OPP-P 7413, 3 Mar 78			
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NATHAN A. OFFIELD, COL, Ch Prof Dev Div, OPMD		UNCLASSIFIED	
SIGNATURE		DATE TIME GROUP	
<i>Nathan A. Offield</i>		MAR 78	



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1 OF 1							260800Z	OCT	76

BOOK

MESSAGE HANDLING INSTRUCTIONS

FROM: CDRMILPERGEN ALEX VA //DAPC-OPP-P//

TO: All holders of initial distribution of AR 601-100

SUBJECT: Interim change Number 7 to AR 601-100

- A. DAPC-OPP-P message 191500Z Apr 76, subject: Interim change to AR 601-100.
- B. DAPC-OPP-P message 211200Z Sep 76, subject: Interim change Number 6 to AR 601-100.

1. This interim change is being distributed through publication pinpoint distribution system to all holders of AR 601-100, in accordance with DA Form 12-9A_____.

2. The following interim changes to AR 601-100 are effective immediately:

- a. Reference A - para 2d is superseded.
- b. Reference B - para 2b, line 1, 4th word is amended to read "1-25".
- c. Page 1-10, para 1-31, line 14, as reads "HQDA (DAPC-OPD-PA)", is amended to read "HQDA (DAPC-OPP-P)".

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M. A. WINSLOW/DAPC-OPP-P/325-0580
21 Oct 76

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WILLIAM E. HORNISH, COL, G, ProfDevDiv

SIGNATURE DAPC-OPP, 325-8159

W E Hornish

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DD FORM 173
1 DEC 70

REPLACES DD FORM 173, 1 JUL 68, WHICH WILL BE USED.

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							211200Z	SEP 76				
BOOK	MESSAGE HANDLING INSTRUCTIONS											
<p>FROM: CDRMILPERCEN ALEX VA //DAPC-OPP-P//</p> <p>TO: All holders of initial distribution of AR 601-100</p> <p>SUBJECT: Interim change Number 6 to AR 601-100</p> <p>1. This interim change is being distributed through publications pinpoint distribution system to all holders of AR 601-100, in accordance with DA Form 12-9A block _____.</p> <p>2. The following interim change to AR 601-100 is effective immediately:</p> <p>a. Page 1-9, Paragraph 1-27 is amended to add alphabetically the following branch to the list of branches and alphabetical codes:</p> <table border="0" style="margin-left: 40px;"> <tr> <td style="text-align: center;"><u>Branch</u></td> <td style="text-align: center;"><u>Alphabetical Code</u></td> </tr> <tr> <td style="text-align: center;">Chemical Corps</td> <td style="text-align: center;">CM</td> </tr> </table> <p>b. Page 1-9, Paragraph 1-25, reference DA Form 61 (Application for Appointment), Personal Data section, Branch Code column. The Chemical Corps branch was omitted from this column. In the interim and until this form is revised, applicants desirous of including the Chemical Corps as a choice of branch will "X" out any one of the other listed branches which is not one of their preferences, add "CM" in the box, and indicate their sequence number of preference for the "CM" branch in the Preference column.</p>									<u>Branch</u>	<u>Alphabetical Code</u>	Chemical Corps	CM
<u>Branch</u>	<u>Alphabetical Code</u>											
Chemical Corps	CM											
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M. A. WINSLOW, DAPC-OPP-P 325-0580, 21 Sep 76						RETURN TO ARMY LIBRARY ROOM 1 A 518 PENTAGON						
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AR 601-100

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							261600Z	JUL	76

BOOK	MESSAGE HANDLING INSTRUCTIONS
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FROM: CDRMILPERCEN ALEX VA //DAPC-OPP-P//

TO: All holders of initial distribution of AR 601-100

SUBJECT: Interim change to AR 601-100

Rec'd 8/9/76

A. DAPC-OPP-P message 091200Z JUL 76, subject as above.

1. This interim change is being distributed through publications pinpoint distribution system to all holders of AR 601-100, in accordance with DA Form 12-9A block _____.

2. Reference message is superseded by this message.

3. The following interim change to AR 601-100 is effective immediately:

Page 2-6, Paragraph 2-25b(1) is superseded as follows:

b. Evaluation Reports.

(1) If the officer has completed less than 5 years of active commissioned service in the Army and has not received a report during the 30 day period immediately preceding the date of application, a DA Form 67-7, US Army Officer Evaluation Report will be prepared in accordance with paragraph 2-2i, AR 623-105, citing this same paragraph as the basis for its initiation in Part IIb of DA Form 67-7. The report will be expeditiously prepared and submitted IAW AR 623-105 to HQDA (DAPC-PSR-EP), 200 Stovall Street, Alexandria, VA 22332. Neither the report nor a copy of the report will be attached as a part of the application; however, it will be considered as part of the application at HQDA.

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R L E A S E R	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE WILLIAM E. HORNISH, COL, C, ProfDevDiv	
	SIGNATURE (DAPC-OPP, 325-8059) <i>W E Hornish</i> W E 65	
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AR 601-100

JOINT MESSAGEFORM					SECURITY CLASSIFICATION				
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1	OF 1						091200Z	JUL	76
BOOK	MESSAGE HANDLING INSTRUCTIONS								

FROM: CDRMILPERGEN ALEX VA //DAPC-OPP-P//

TO: All holders of initial distribution of AR 601-100

SUBJECT: Interim change to AR 601-100

Rec'd 7/29/76

1. This interim change is being distributed through publications pinpoint distribution system to all holders of AR 601-100, in accordance with DA Form 12-9A block _____.

2. The following interim change to AR 601-100 is effective immediately:

Page 2-6, Paragraph 2-25b(1) is superseded as follows:

b. Evaluation Reports.

(1) If the officer has completed less than 5 years of active commissioned service in the Army and has not received a report during the 30 day period immediately preceding the date of application, a DA Form 67-7, US Army Officer Evaluation Report will be prepared in accordance with paragraph 202i, AR 623-105, citing this same paragraph as the basis for its initiation in Part IIb of DA Form 67-7. The report will be expeditiously submitted through normal channels to HQDA (DAPC-PSR-EP), 200 Stovall Street, Alexandria, VA 22332. Neither the report nor a copy of the report will be attached as a part of the application.

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RELEASER TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE KENNETH M. STONE, COL, Actg C, ProfDevDiv	SIGNATURE (DAPC-OPP) 325-8159 <i>[Signature]</i>	
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JOINT MESSAGEFORM						SECURITY CLASSIFICATION UNCLASSIFIED			
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							091600Z	JUN	76
BOOK	MESSAGE HANDLING INSTRUCTIONS								

FROM: CDRMILPERCEN ALEX VA //DAPC-OPP-P//

Rec'd 6/30/76

TO: All holders of initial distribution of AR 601-100

SUBJECT: Interim change to AR 601-100 (Appointment of Commissioned and Warrant Officers in the Regular Army)

A. DAPC-OPP-P message 191500Z Apr 76, subject as above.

1. This interim change is being distributed through publications pinpoint distribution system to all holders of AR 601-100, in accordance with DA Form 12-9A block _____.

2. So much of above reference message as pertains to para 2a(1) is superseded by the following:

"(1) Item 2, changed to read:

"2. Photograph

"a. Recent, 4" x 10", full length standing, Class A uniform, for all officers on active duty.

"b. Recent, approximately 4" x 5", head and shoulders type, Class A uniform as appropriate, for all others."

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R E L E A S E R	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE WILLIAM E. HORNISH, COL, C, ProfDevDiv	
	SIGNATURE (DAPC-OPP/325-8159) <i>William E. Hornish LTC, 65</i>	
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Apr 76

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FROM:

(k) Documentary evidence of birth or statement of citizenship (ATTACH OTHER DOCUMENTS AS REQUIRED).

(2) Applicants applying under Sec I, II, V, VI, VII, IX, X and XI, Chap 2, including warrant officers, Chap 6--

(a) Letter of transmittal and/or indorsement.

(b) Designation as distinguished graduate OCS (Sec II only).

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

(d) Test and interview material (Sec I, VI and VII only).

(e) Letters of recommendation.

(f) Transcript of accumulated college credits and/or as required by para 1-26 and para 6-3b (INCLUDE ADDITIONAL EVIDENCE OF EDUCATION AND EXPERIENCE AS REQUIRED).

(g) Photograph (recent 4" X 10" full length standing, Class A uniform as appropriate).

(h) National Agency Check (Statement of completion or initiation).

(i) Documentary evidence of birth or statement of citizenship (ATTACH OTHER DOCUMENTS AS REQUIRED).

d. Para 1-31. Forwarding of application. Delete so much of lines 14 and 15 as reads: "direct to HQDA (DAPC-OPD-PA) 200 Stovall Street, Alexandria, VA 22332, or" Insert: "through HQDA (DAPC-OP()---appropriate career division) to HQDA (DAPC-OPP-P) 200 Stovall Street, Alexandria, VA 22332, except for professional branch applications which will be forwarded to HQDA (DAPC-OPP-P).

3. Change office symbol throughout AR as reads: DAPC-OPD-PA to DAPC-OPP-P.

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601-100

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BOOK	MESSAGE HANDLING INSTRUCTIONS
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FROM: CDR MILPERCEN ALEX VA //DAPC-OPP-P//

TO: ALL HOLDERS OF AR 601-100 - *Reid 5/20/76*

SUBJECT: Interim change to AR 601-100 (Appointment of Commissioned and Warrant Officers in the Regular Army)

1. This interim change is being distributed through publications pinpoint distribution system to all holders of AR 601-100, in accordance with DA Form 12-9A block ____.

2. Pending publication of revision of AR 601-100, the following changes are announced.

a. Page 2-20, Table 2-1 (Documents Required to Process a Regular Army Appointment) is changed as follows:

(1) Item 2, Changed to read: Photograph (recent 4" X 10" full length standing, Class A uniform as appropriate).

(2) Item 15, Officer Leadership Qualification Report, OLR-1 (Report Form, DA Form 6233), Deleted.

(3) Item 19, Changed to read: Army Adaptation Inventory, AAI (DA Form 6274).

(4) Item 24, Punch card: Delete requirement for Sec I, II, V, VI, VII, IX and XI.

(5) Item 36, Change to read: Preference Statement for Specialty (Branch), Duty, and Initial Training (DA Form 4370-R).

(6) "Notes" Delete so much as reads: "Not required for Medical Department applicants if previously submitted and retained by HQDA".

b. Page 6-4, Table 6-1 (Documents Required to Process Warrant Officer Applications is changed as follows:

6543210

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	SIGNATURE <i>Joe C. Conley, LTC, GS</i>		SECURITY CLASSIFICATION UNCLASSIFIED

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BOOK

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FROM:

(1) Item 2, Punch card: Deleted.

TO:

(2) Item 3, Change to read: Photograph (recent 4" X 10" full length standing, Class A uniform).

c. Para 1-29. Additional documents. Change to add: Professors of Military Science, ROTC region commanders and commanders at each echelon will insure that one copy as applicable, unless otherwise specified of documents required in Table 2-1 (Sec I, II, III, IV, V, VI, VII, IX, X and XI) and Table 6-1 (warrant officer applications) are assembled in the following format when forwarded to HQDA:

(1) Applicants applying under Sec III and IV, Chap 2--

(a) Letter of transmittal and/or indorsement.

(b) Designation as distinguished military student.

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

(d) ROTC Evaluation Report Form, ROE-2 (DA Form 6233), WHEN USING REVERSE SIDE OF FORM, USE HEAD TO TOE FORMAT.

(e) ROTC Advanced Camp Evaluation (TRADOC Form 958-R).

(f) Preference Statement Specialty (Branch), Duty, and Initial Training (DA Form 4370-R).

(g) Transcript of accumulated college credits.

(h) Army Adaptation Inventory, AAI (DA Form 6274).

(i) Photograph (recent 4" X 10" full length standing).

(j) National Agency Check (Statement of completion or initiation).

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HEADQUARTERS
DEPARTMENT OF THE ARMY
Washington, DC, 27 August 1975

PERSONNEL PROCUREMENT
APPOINTMENT OF COMMISSIONED AND WARRANT
OFFICERS IN THE REGULAR ARMY
Effective 27 September 1975

This change implements the Privacy Act of 1974 (5 U.S.C. 552a) by adding Privacy Act Statements for forms prescribed in this publication that are covered under the act.

AR 601-100, 29 October 1974, is changed as follows:

1. The following form(s) (col m b) will be reproduced locally on 8 x 10½ inch paper and made available on and after 27 September 1975 to the individual supplying data on form(s) in column a.

Column a

Column b

DA FORM 61 - - - - - DA FORM 61-R, Privacy Act Statement

2. File this change sheet in front of the publication for reference purposes.

The proponent agency of this publication 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-OPD-PA-P) Alexandria, VA 22332.

By Order of the Secretary of the Army:

FRED C. WEYAND
General, United States Army
Chief of Staff

Official:
VERNE L. BOWERS
Major General, United States Army
The Adjutant General

DISTRIBUTION: Active Army, ARNG, USAR: To be distributed in accordance with DA Form 12-9A requirements for AR, Personnel Procurement - A (Qty rqr block no. 387).

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DATA REQUIRED BY THE PRIVACY ACT OF 1974

(5 U.S.C. 552a)

TITLE OF FORM

APPLICATION FOR APPOINTMENT

PRESCRIBING DIRECTIVE

135-100 / 145-1
351-5 / 601-100

1. AUTHORITY

Section 301 Title 5 USC

2. PRINCIPAL PURPOSE(S)

To obtain (1) an appointment as a warrant officer, (2) entry into officer candidate school, (3) commission in the Regular Army or the Army Reserve.

3. ROUTINE USES

Form is used to document background of applicant consistent prerequisites required for type of appointment. Form is used to establish eligibility for appointment.

4. MANDATORY OR VOLUNTARY DISCLOSURE AND EFFECT ON INDIVIDUAL NOT PROVIDING INFORMATION

Disclosure of personal information is voluntary. Failure to disclose required information results in no application being accepted.

042

Replacement

ARMY REGULATION

No. 601-100

} (11)

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 29 October 1974

PERSONNEL PROCUREMENT
APPOINTMENT OF COMMISSIONED AND WARRANT
OFFICERS IN THE REGULAR ARMY

Effective 1 January 1975

This is a complete revision of AR 601-100. Principal changes are in the policy and procedures for submitting applications for Regular Army appointment. Local supplementation of this regulation is prohibited, except upon approval of HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

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★This regulation supersedes AR 601-100, 15 Nov 71, including all changes, and DA messages DTG 171400Z May 73, 161745Z Oct 73, 031300Z Dec 73, and 311100Z Jan 74.

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CHAPTER 1

GENERAL PROVISIONS

Section I. GENERAL

1-1. **Purpose.** This regulation sets forth the statutory authority, general policy, eligibility requirements, special criteria, administrative procedures, and method of submitting applications for appointment in the Regular Army (except as described in paragraph 1-2a(1)). The Regular Army will be maintained at its authorized strength through a procurement program designed to produce the proper numbers and types of officers of high military merit by the full use of all sources of potential officers.

1-2. **Sources of personnel.** *a.* Commissioned officers for the Regular Army will be obtained from—

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

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

(3) Distinguished graduates of Army officer candidate courses or the WAC Officer Orientation Course (sec II, chap. 2).

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

(5) Graduates of the Scholarship Program, Senior Reserve Officers' Training Corps (sec IV, chap. 2).

(6) Officers on active duty (sec V, chap. 2).

(7) Technical specialists (sec VI, chap. 2).

(8) Former officers and nonobligated personnel (sec VII, chap. 2).

(9) Selectees for promotion from secondary zones (sec VIII, chap. 2).

(10) Individuals qualified for appointment as chaplains (sec IX, chap. 2).

(11) Individuals qualified for appointment in The Judge Advocate General's Corps (sec X, chap. 2).

(12) Individuals qualified for appointment in the various corps of the Army Medical Department (AMEDD) (sec XI, chap. 2).

b. Warrant officers for the Regular Army will be appointed from among warrant officers who are on active duty and hold appointments in the Army National Guard of the United States (ARNGUS), United States Army Reserve (USAR), or Army of the United States (AUS).

1-3. **Statutory authority.** Statutory authority for the appointment of commissioned officers in the Regular Army under the provisions of this regulation is title 10, United States Code, sections 541, 1521, 2106, 2107, 3283-3295, and 3311. Sections 555, 556, 1263, 1305, 3213, 3310, and 3311 govern the appointment of warrant officers.

1-4. **Explanation of terms.** *a. Accredited institution or program.* A university, college, hospital, school, curriculum, or training program which is approved by or holds membership in a State, regional, or national accrediting agency or professional association, or is listed in the current *Educational Directory, Higher Education*, published by the US Department of Health, Education and Welfare. Accreditation must be effective on or before, or not later than the date the applicant attained the qualifying education or professional training required in this regulation.

b. Appointee. A selectee who had been nominated by the President and has received

Senate confirmation or is subject to confirmation upon termination of a Congressional recess.

c. Major commanders. For the purpose of this regulation, major commanders are those exercising general courts-martial jurisdiction (except the commanders of the three Continental US Armies) including ROTC Region commanders.

d. Base year group. Newly commissioned Regular Army officers whose year group corresponds to the current fiscal year.

e. Basic date. The date on which service for commissioned promotion purposes in the Regular Army commences.

f. Contingency. An outstanding (unsatisfied) eligibility requirement which must be resolved for a selectee or appointee.

g. Distinguished military graduate. An individual designated as such by the Professor of Military Science (PMS), who—

(1) Was designated a distinguished military student and has maintained the required academic standards;

(2) Has completed the advanced course, Senior Reserve Officers' Training Corps, including training at advanced camp; and

(3) Has been awarded a baccalaureate degree or has a statement from the head of the institution that all requirements for a baccalaureate degree have been completed and that the degree will be conferred at the next regular commencement.

h. Distinguished military student. A military student who is enrolled in the advanced course, Senior Reserve Officers' Training Corps at a college or university and, because of his high scholastic standing and leadership, is recognized as outstanding by both the professor of military science and school officials.

i. Effective date of appointment (appointment date). The date on which a Regular Army appointee accepts his appointment, generally evidenced by the signed Oath of Office—Military Personnel (DA Form 71).

j. Medical doctor or physician. A doctor of medicine or a doctor of osteopathy.

k. Procurement program number. The number used to identify a particular Regular

Army Officer Procurement Program (app A, AR 601-110).

l. Scholarship cadet. An individual selected to participate in the ROTC Financial Assistance Program as authorized by 10 USC 2107.

m. Selectee. An individual who has been selected for appointment as a commissioned officer or warrant officer in the Regular Army, but who has not yet been nominated by the President for Senate confirmation or, in the case of a warrant officer, not yet approved by the Secretary of the Army.

n. Year group. Officers whose basic dates fall within the same fiscal year will constitute a Regular Army year group.

1-5. **Status reports and station changes.** HQDA will not furnish status reports on applications of individuals being considered for appointment under the provisions of this regulation. All applicants will be notified of their appointment status through their respective major commanders. Pending final action by HQDA, any changes in status of an applicant will be reported through the appropriate major commander to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332. When a change of address occurs, applicants for any Regular Army officer procurement program will forward a Change of Address and Directory Record (DA Form 3955) through their appropriate major commander to HQDA (DAPC-OPD-PA).

1-6. **Evaluation boards.** Boards will determine the professional and technical qualifications of the applicant. Board evaluations are required only for applicants discussed in sections I, VI, and VII (excluding former commissioned officers), chapter 2.

a. For the purpose of evaluating applicants under this regulation, major commanders will appoint or direct the appointment of boards necessary to accommodate all applicants within or near their geographical area. Each evaluation board will consist of at least three Regular Army field grade officers. All members of the evaluation board must be senior in grade to the applicant (or his potential grade in the Regular Army). One member of the board will be a member of the primary choice of branch to which the applicant

wishes to be assigned. In the case of Women's Army Corps (WAC) applicants, at least one officer of the board will be a member of the Women's Army Corps, Regular Army. If a field grade WAC officer is not available, a company grade WAC officer may be substituted. Three officers will constitute a quorum.

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

c. The board will supervise the administration of required tests, recording findings on appropriate forms, and insuring completeness of the application file for the specific procurement program under which applicant desires consideration.

d. Applicants will be informed of the competitive nature of the program under which they are applying.

e. In no case will the board be given access to or be allowed to examine the application or related papers of the individual before he has completed the interview form prescribed for the specific procurement program.

f. When travel is involved, the president of a board will request the major commander in whose jurisdiction the applicant is stationed to issue the necessary orders for his appearance before the board, specifying the date he should arrive. Travel and other expenses incurred by applicants not on active duty are not chargeable to the Government.

g. The board will forward applications and related papers to the appropriate commander as prescribed by paragraph 1-31. The commander, in turn, will score all testing instruments and will forward the complete application to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332 (see table 2-1 for documents required to process applications and the number of copies to be sent to HQDA). The processing and forwarding of all cases will be expedited to the greatest extent possible. The objective should be to complete board action within 2 weeks following receipt of application.

h. Files of applicants for whom jurisdiction is transferred prior to appearance before the evaluation board will be referred expeditiously

ously by the losing commander to the gaining commander. The letter of transmittal will contain a summary of processing actions completed and any instructions from HQDA regarding further processing of the application. A copy of the transmittal letter will be forwarded to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

1-7. Effect of delay in tender of appointment. The confirmation date is the date upon which the US Senate confirms the President's nomination of the applicants for appointment in the Regular Army. The appointment date is the date the appointee accepts the tendered appointment as evidenced by a signed oath of office. Delay between nomination date and appointment date will adversely affect the date of rank for those officers not on active duty. Accordingly, the time limitation for completion of actions prescribed in this regulation will be rigidly adhered to by all concerned to avoid penalizing applicants for delay after date of confirmation.

1-8. Probationary period. A Regular commissioned officer having less than 3 years of continuous service as a commissioned officer in the Regular Army may be discharged under the provisions of 10 USC 3814. His probationary period begins with date of acceptance of the appointment (execution of oath).

1-9. Service requirements. The service obligation for a Regular Army officer is as prescribed in *a* and *b* below, unless the officer is sooner relieved under such regulations as the Secretary of the Army may prescribe.

a. Regular Army officers will complete at least 3 years of active service after the date of acceptance of the Regular Army appointment, except for graduates of the ROTC Scholarship Program who have an active duty service obligation of 4 years, and graduates of the US Military, Naval, or Air Force Academies, who have an active duty service obligation of 5 years. A male officer must complete a total of 6 years of active and Reserve military service in any capacity (exclusive of time spent as a cadet at the US Military, Naval, and Air Force Academies); or, having less than 6 years of such service, he

must agree to an indefinite appointment in the US Army Reserve and complete at least 6 years total service.

b. The officer must complete any applicable additional service specified in AR 635-120.

Section II. ELIGIBILITY REQUIREMENTS

1-10. General. The general eligibility requirements for Regular Army appointment are stated in this section.

1-11. Citizenship. Applicant must be a citizen of the United States. An applicant who is a citizen by birth must submit documentary evidence of birth with application. An applicant who is a citizen other than by birth will submit a statement signed by an officer of the Army, notary public, or other person authorized by law to administer oaths, reading substantially as indicated in *a*, *b*, or *c* below. Facsimiles or copies, photographic or otherwise, are illegal and are therefore unacceptable. (See subsection 1426(h), title 18, United States Code.)

a. For those who are citizens 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. For those who claim citizenship through naturalization of parent.

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

c. Proof of birth of citizens born abroad. Children born of an American parent or parents outside the United States 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 of a certified copy of Department of Justice Immigration and Naturalization Service Form N-560, Certificate of Citizenship.

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

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

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

(2) If the applicant does not possess any of the documents listed in paragraph (1) above, a copy of the DS Form 1350 or FS Form 240 may be obtained by applying to the Passport Office, Department of State, Washington, DC 20524. A copy of the FS Form 240 may be obtained at no cost if the applicant indicates it is needed for the purpose of appointment in the United States Army. Otherwise, the cost for one copy of the DS Form 1350 or FS Form 240 is \$3.00. (Additional copies at \$1.60 each.) To obtain Form N-560 the applicant must apply at 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.

1-13. Prior military service. Applicant must not have been—

a. Separated from the service by reason of 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 the active list of the Armed Forces of the United States by reason of having twice failed to be selected for either temporary or permanent promotion.

e. Separated by reason of resignation from any of the Armed Forces of the United States after being notified of his second nonselection for temporary or permanent promotion.

f. Separated from any of the Armed Forces of the United States with other than an honorable discharge.

1-14. No 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. Requests for a waiver for 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 waiver of an offense previously granted for the purpose of attendance at an Army Officer Candidate School, enrollment in ROTC, or appointment in a Reserve component will not be construed as a waiver for appointment in the Regular Army. Requests will be processed as follows:

a. Commanders at each echelon will make a specific recommendation to grant or to deny the waiver.

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

(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) Applicant's conduct and character at this time are above reproach.

(5) The potential value of applicant's services as a Regular Army officer is considered to be very high.

c. Requests for waiver of a conviction for the following offenses will be sent with the application file through channels to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

(1) Felony under local, Federal, or military law.

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

(3) One involving moral turpitude.

1-15. Willingness to give unqualified military service to the United States. Applicant must not be a conscientious objector. An applicant who has been a conscientious objector will be required to furnish an affidavit which will express his abandonment of such beliefs and principles insofar as they pertain to his unwillingness to bear arms and to give full and unqualified military service to the United States. When appropriate, he must have demonstrated that he has changed his views by later satisfactory military service. Bearing of arms pertains to individuals applying for all branches except the Army Medical Specialist Corps, Army Nurse Corps, Medical Corps, Dental Corps, Medical Service Corps, Veterinary Corps, and Chaplains.

1-16. Loyalty. Applicant must not be or have been a member of any foreign or domestic organization, association, movement, group, or combination of persons advocating subversive policy or seeking to alter the form of the Government of the United States by unconstitutional means.

1-17. Service potential before retirement eligibility. As of the date of the application, applicants must have a service potential of at least 1 year before they are eligible for retirement. However, applicants who receive notification of mandatory retirement either before or after they submit their applications for appointment in the Regular Army are ineligible for further consideration for appointment.

1-18. Active duty status. An applicant must be on active duty at the time of application if applying under the provisions of sections I, II, V, IX, X or XI, of chapter 2, or under chapter 6. An applicant may be appointed after honorable release from active duty (sec VII, chap. 2).

1-19. Grade. If currently on active duty in the Army as a commissioned officer, applicant (except those being appointed in the MC, DE, VC, or JAGC) must be serving in a grade equal to or higher than that for which qualified for appointment in the Regular Army. A

former officer or a Reserve officer (except MC, DE, VC, or JAGC) who is not on active duty or active duty for training must have held, while on active duty, grade equal to or higher than that for which qualified for appointment in the Regular Army. Appointment grade is determined by the amount of service credit as follows:

- a. 2LT—has less than 3 years' credit.
- b. 1LT—has 3 but less than 7 years' credit.
- c. CPT—has 7 but less than 14 years' credit.
- d. MAJ—has 14 but less than 21 years' credit.
- e. LTC—has 21 but less than 25 years' credit.
- f. COL—has 25 or more years' 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 date of appointment. The age maximum is statutory and may not be waived. However, the age maximum may be increased by—

(1) The number of years, months, and days of active commissioned service performed in the Army after attaining the age of 21 years and/or

(2) A period (not to exceed 2 years) equal to the days, months and years of which age exceeds 27 years.

b. Applicants enrolled in the ROTC DMG or scholarship program and graduates of the US Military, Naval, and Air Force Academies may be appointed in the grade of second lieutenant even though under 21 years of age.

c. Applicants for appointment in the Army Medical Department Corps must be eligible according to the age requirements set forth in section XI, chapter 2.

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

e. Applicants appointed in The Judge Advocate General's Corps must be eligible according to the age requirements specified in section X, chapter 2.

f. Applications submitted by 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. Sections I, II, V and VIII, chapter 2. Except for recipients of the Medal of Honor or Distinguished Service Cross, applicants must have an associate degree in an academic curriculum from an accredited college, completion of at least 2 years' study at an accredited college or university, leading to an academic degree, or a favorable determination on the 2-year college equivalency evaluation (AR 621-5). Section V applicants who have been selected for the degree completion program (AR 621-1) are excused from this requirement. (Medal of Honor and Distinguished Service Cross recipients and those applicants claiming exemption from the 2-year college requirement by reason of participation in the degree completion program will enter this information in the "Remarks" section of DA Form 61.) Applicants who must meet the 2-year college requirement because they do not have a bachelor's or appropriate associate degree will submit with the transcript of credits a statement from a responsible official of the issuing institution verifying that they have completed 2 or more years of the required credits for a baccalaureate. Applicants who have a 2-year college equivalency evaluation will submit a photostat or a true copy of the Department of the Army letter which established the evaluation.

b. Sections III, IV and VII, chapter 2. Must have a bachelor's degree (except recipients of the Medal of Honor and Distinguished Service Cross) on the date of appointment. Applicants desiring appointment in the Corps of Engineers should 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, plus practical experience.

d. Requirements for Chaplains are discussed in paragraph 2-39.

e. JAGC applicants must be graduates of an approved law school and possess a professional degree.

f. Requirements for Army Medical Department applicant are discussed in paragraph 2-61.

1-22. **Security requirements.** *a.* Each application forwarded to Regular Army Selection Board, MILPERCEN will contain a statement in the indorsement by the forwarding office to the effect that a National Agency Check has been initiated or completed for the applicant. Statement of completion will be as follows:

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 381-130 regarding _____ (name),

_____ (SN) was completed on _____ (Date), by _____ (Agency)

If a National Agency Check is being initiated or has been initiated but not completed, the following statement will be submitted—

A National Agency Check as defined in AR 381-130 regarding _____ (Name) was initiated on _____ (Date)

b. The major commander in the applicant's chain of command exercising general courts-material jurisdiction will take appropriate action in accordance with AR 381-130 to initiate a National Agency Check, when required, and upon completion will forward a statement of completion of the National Agency Check to HQDA (DAPC-OPD-PA). Photocopies of Certificate of Clearance and/or Security Determination (DA Form 873) 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 are responsible for expediting National Agency Checks. A pending National Agency Check will not be cause for delay in processing an application.

c. If, at time of the initiation of the application, a previous favorable National Agency Check or Background Investigation has been completed, another National Agency Check will not be initiated provided that—

(1) Investigation meets the criteria set forth in AR 381-130; and

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

1-23. **Medical requirements.** Applicant must meet the medical fitness standards prescribed in chapter 2, AR 40-501.

a. Applicants other than those described in sections III and IV, chapter 2.

(1) When applicant receives notification of selection for appointment, he or she will immediately be required to undergo a Type "A" medical examination as prescribed in chapter 10, AR 40-501, unless such an examination has been accomplished within 6 months immediately preceding the announcement of selection. This medical examination will be accomplished at an Armed Forces medical facility equipped to perform a Type "A" examination. Travel and other expenses incident to medical examinations of individuals not on active duty are not chargeable to the Government.

(2) Determination of medical fitness will be made by the commander of the examining facility or his senior designated Medical Corps representative, who will verify the results of the examination by signing Item 82 of Report of Medical Examination (Standard Form 88). When the individual is considered medically qualified for appointment, the report of medical examination will be retained in the individual's medical records, and his commander or personnel officer will be notified of his qualification. When it is determined that an individual does not meet prescribed medical fitness standards, a recommendation for or against a waiver will be made over the signature of the reviewing medical corps officer in the "Notes" section on the front page of SF 88. The report of medical examination will then be forwarded 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 forwarded by the examining facility directly to the Commander, US Army Health Services Command, ATTN: HSC-PA-H, Fort Sam Houston, TX 78234, for a recommendation. The report of medical examination will then be returned to the examining facility which will forward the report and recommen-

dation to the appropriate major commander for final action.

(3) If it is determined that the individual is medically disqualified and no waiver is granted, a written statement by the individual's personnel officer or unit commander will be immediately forwarded to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332, with an information copy provided to his major commander.

(4) If an individual is reassigned, major commanders will insure that the losing commander forwards to the gaining commander all documents pertaining to Regular Army appointment, including medical statements. All documents will be transmitted expeditiously.

b. ROTC applicants. The following applies to applicants enrolled in the ROTC Scholarship Program or designated as distinguished military student/graduate:

(1) Except for applicants described in (2) and (3) below, each applicant will be required to undergo a Type "A" medical examination (app IX, AR 40-501).

(2) Applicants who participate in the ROTC Flight Training Program will be required to undergo a Type "B" medical examination (app IX, AR 40-501). The medical fitness standards prescribed in chapter 4, AR 40-501 and AR 611-110 apply to all flight training applicants. Determination of medical fitness for flight training will be made only by the Commanding General, MEDDAC, ATTN: ATZQ-MD-MF-ER, Fort Rucker, AL 36360.

(3) Determination of physical qualification and procedures for obtaining waivers will be accomplished in accordance with *a*(1) through (3) above. For male applicants, the reviewing officer will also indicate in this section whether the individual meets the standards prescribed in paragraph 7-15, AR 40-501, for assignment to a combat arm.

(a) A Type "A" medical examination, accomplished within 1 year of the date of application, is acceptable.

(b) The report of medical examination completed at advanced camp is acceptable

provided it has been verified by the commander of the examining medical facility or his designated Medical Corps representative as meeting the prescribed medical fitness standards for appointment, including the notification of combat arms qualifications (para 3-8g, AR 145-1), and is less than 12 months old.

(c) When the PMS determines that the applicant's medical examination will be more than 1 year old at time of appointment in RA, the applicant will be instructed to undergo another medical examination, no later than 120 days prior to graduation. Examination will be made at an Armed Forces medical facility unless otherwise authorized by the major commander. Determination of physical qualification and procedures for obtaining waivers will be accomplished in accordance with paragraph *a*(1) through (3) above.

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

(e) A student who has indicated in writing his desire to establish his eligibility for Regular Army appointment will not be denied attendance at the ROTC advanced camp solely because of a disqualifying defect discovered in the course of evaluation of his medical examination taken at camp. If a cadet is not medically qualified for appointment, based upon the report of medical examination, he will be advised of these circumstances and given an opportunity to attend camp under the provisions of paragraph 3-11, AR 145-1. Determination of physical qualification and procedures for obtaining waivers will be accomplished in accordance with paragraphs *a*(1) through (3) above.

1-24. **Requirements for military intelligence.** In addition to the medical requirements prescribed in paragraph 1-23, applicants selected for assignment to Military Intelligence must meet the requirements prescribed in AR 614-103 (Selection and Assignment of Officers in Military Intelligence MOS).

Section III. APPLICATION

1-25. **Form.** DA Form 61 (Application for Appointment) will be used by all applicants. Forms may be obtained at Army installations. Applications will be unclassified. Any information which requires a CONFIDENTIAL or higher classification will be the subject of separate correspondence, with a reference to the application, and will be sent to HQDA (DAPC-OPD-PA).

1-26 **Punched card.** Each application will be accompanied by an upper left-hand-cut punched card, DA Form 3792 series, with 80-column interpretation (only produced with an IBM 026 or 029 Printing Card Punch, with the print switch in ON position). These forms are available through normal AG publication supply channels and will be prepared in the following format by the first command in the chain of command having such a machine capability:

<i>Applicants discussed in—</i>	<i>Commissioned Officer Procurement Program (chap. 2)</i>
Sections I, II, V, VI, VII, VIII, IX, X and XI	Use form without horizontal top stripe (DA Form 3792-1)
Sections III and IV	Use form with yellow top horizontal stripe (DA Form 3792-2 using the 1809-R as a guide)
	<i>Warrant Officer Procurement Program (chap. 6)</i>
Chapter 6	Use form with green top horizontal stripe (DA Form 3792-4)

a. Prepare DA Form 3792-1 as shown at table 1-1 for applicants applying under sections I, II, V, VI, VII, VIII, IX, X, and XI, chapter 2.

b. Prepare DA Form 3792-2 as shown in the annual DA Letter of Instructions, using the 1809-R as a guide.

c. Prepare DA Form 3792-4 as shown at table 1-2 for applicants under section I, chapter 6.

d. Source code will be the applicable procurement program number (PPN) for Regular Army appointees as prescribed in appendix A, AR 601-110.

1-27. **Branch preferences.** a. Applicants electing to be considered for the professional fields

(law, medicine, and religion) will indicate a single branch preference. All others will, in order of preference, indicate four of the following branches in which they would accept assignment as a commissioned officer. A Department of the Army circular, published semiannually, will announce overstrength branches and year groups in which appointments will be extremely limited.

<i>Branch</i>	<i>Alphabetical Code</i>
Adjutant General's Corps-----	AG
Air Defense Artillery -----	AD
Armor -----	AR
Army Nurse Corps -----	AN
Army Medical Specialist Corps ---	SP
Chaplain -----	CH
Corps of Engineers -----	EN
Dental Corps -----	DE
Field Artillery -----	FA
Finance Corps -----	FI
Infantry -----	IN
Judge Advocate General's Corps -	JA
Medical Corps -----	MC
Medical Service Corps -----	MS
Military Intelligence -----	MI
Military Police Corps -----	MP
Ordnance Corps -----	OD
Quartermaster Corps -----	QM
Signal Corps -----	SC
Transportation Corps -----	TC
Veterinary Corps -----	VC
Women's Army Corps -----	WC

b. All applicants discussed in sections II, III, IV, V, VI and VII, chapter 2, may show the Medical Service Corps as one of their preferences. Individuals applying only for Medical Service Corps must apply in accordance with section XI, chapter 2. All applicants (except those under sec IX, X, and XI, chapter 2) are encouraged to indicate additional branches in which appointment would be acceptable if quota restrictions preclude selection in the branch of first, second, or third choice. If the first choice is a branch other than that in which the applicant is serving or in which the major portion of his service was performed, all special qualifications for that branch will be entered in "Remarks" section

of DA Form 61. Applicants discussed in section VI, chapter 2 should select branches having requirements for their field of specialization (table 2-2). Branch in which appointment would not be accepted should be listed in "Remarks."

c. Male applicants who prefer assignment to The Adjutant General's Corps, Finance Corps, Ordnance Corps, Quartermaster Corps, or Transportation Corps will enter in "Remarks" the order of preference for their combat arm detail (Air Defense Artillery, Armor, Field Artillery, or Infantry) (see Ar 614-100). Military Intelligence appointees will serve their combat arm detail in Infantry or Armor. Officers commissioned in AMEDD Corps are exempt from this requirement.

d. Applicants who list AG, MI, SC, OD, QM or TC as a preference will enter in "Remarks" section of DA Form 61, one of the basic entry specialties in which they desire to serve (see table 2-3 and DA Pamphlet 600-3).

e. Female applicants (except those who apply for appointment in a corps of the Army Medical Department) must show Women's Army Corps (WC) as the branch of assignment and will show in "Remarks" a desired detail branch (AG, EN, FI, JA, MI, MP, OD, QM, SC or TC). Female applicants will select a basic entry specialty (table 2-3) which coincides with their desired detail branch of assignment and show that specialty in the "Remarks" section of DA Form 61.

f. Applicants discussed in 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) with a view toward appointment in a special branch (Judge Advocate General's Corps, Medical Corps, Dental Corps, Army Nurse Corps, Army Medical Specialist Corps or Veterinary Corps) will indicate JA, MC, DE, AN, SP, or VC, as appropriate in the branch preference column of DA Form 61. In addition, they will list in order of preference four basic branch choices in Item 35, "Remarks," for which to be considered if they are not selected for continuance of their professional education. All other applicants will indicate numerically, in order of preference, four choices of branch

assignment by appropriate annotation on the application.

g. Applicants discussed in section III or IV, chapter 2, as desiring to apply for Army aviation training will indicate this in the "Remarks" section of DA Form 61. Applicants will also enter a statement to the effect that they will accept appointment in the Regular Army with assignment to any of the branches which are authorized Army aviation flight training.

1-28. **Procurement program.** The section of this regulation under which the application is submitted must be specified in the appropriate block of DA Form 61.

1-29. **Additional documents.** All documents to be submitted when applying for a Regular Army commission are listed in table 2-1; those required for a warrant officer application are listed in table 6-1.

1-30. **When submitted.** Application may be submitted when all eligibility requirements are met. Students may apply anytime during their final academic year at the college or university from which they will receive their degree but not later than the date of graduation.

1-31. **Forwarding of application.** a. Individuals will forward applications as follows:

(1) Reserve component officers on active duty—through channels to their first major commander exercising general courts-martial jurisdiction in the chain of command. Major commanders receiving applications will insure that all administrative requirements, including completion of National Agency Checks and action on waivers (para 1-14b) are met. Major commanders will submit applications and related papers of eligible applicants and requests for waiver (para 1-14c) direct to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332, or in case of officers assigned to the Army Security Agency—through the Commander, Army Security Agency, Arlington Hall Station, Arlington, VA 22212, to HQDA (DAPC-OPD-PA).

(2) Members of the ARNGUS not on active duty—through Army National Guard channels to the State Adjutant General, who will send it, with recommendation, to the major commander.

(3) Members of the Army Reserve not on active duty—through the unit commander, to Commander, RCPAC, ATTN: AGUZ-RCPD-PAD, St Louis, MO 63132.

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

(5) ROTC cadets and other students in schools having ROTC units will submit their applications through the PMS, to the ROTC region commander. ROTC region commanders will insure that each application is inclosed in a medium, heavyweight, straight-cut, letter size, manila folder with identification label (blue for DMS, and red for scholarship) affixed in the upper left corner and forwarded to HQDA (DAPC-OPD-PA), in alphabetical order. (See fig. 1-1).

b. Each commander will include in the forwarding statement his recommendation, with reasons if he recommends disapproval, and comments if he has knowledge of the applicant's manner of performance or qualifications.

c. Major commanders or, when applicable, PMS, will review all applications to determine eligibility and take additional action as indicated in subsequent sections of this regulation. If applicant is not eligible, he will be advised accordingly and reasons will be given.

d. No command or headquarters, except when an evaluation board is required (para 1-6), will hold an application beyond 5 working days.

e. Applications received by MILPERCEN later than 6 months from date of application

will be returned to the appropriate command, along allied documents (sec II, this chapter), for updating and resubmission.

1-32. **Reapplication.** a. An applicant who has failed to be selected under the provisions of this regulation (except for sec III and IV, chap 2) may reapply not earlier than 1 year from the convening date of the Regular Army Selection Board by which nonselected, provided all eligibility requirements are met at time of latest application. The required waiting period will permit the nonselected applicant an interval of time during which he can improve his qualifications. If an officer reapplying under section V has less than 5 years on active duty in the Army in a commissioned status, a special evaluation report as required by paragraph 2-26 will be rendered.

b. An application will not be honored from any individual who is currently under consideration for any other Regular Army procurement program.

c. Waiver of the 1-year waiting period may be granted by HQDA (DAPC-OPD-appropriate career branch) for cogent reasons (e.g., quality of recent evaluation reports; specific written recommendation of immediate commander or a general officer, or receipt of a significant decoration or award, recognition of a heroic, extraordinary, outstanding or meritorious act, achievement or service). Request for waiver, with justification, will be initiated by the applicant and will accompany the reapplication.

d. Resubmission of an application for appointment in the Regular Army by a cadet previously considered and nonselected under sections III and IV, chapter 2, is not authorized unless an administrative error was committed, or the cadet's application was considered prior to attendance at summer camp and his performance at camp was exceptional.

Table 1-1. Punched Card Format For Preparing DA Form 3792-1

<i>Item</i>	<i>Description</i>	<i>Card column</i>
1.	Blank	1
2.	Name (last name, first name, middle initial(s)) ----- (See AR 18-12-4, SDE No. 4N-60, for information and contraction of name. However, only use to the twenty-first character position.)	2-21
3.	Blank	22-25
4.	Date of birth (year, month and day; e.g., 490412) ----	26-31
5.	Social security number (punched without dashes) --	32-40
6.	First branch preference	41-42
7.	Blank	43
8.	Second branch preference	44-45
9.	Blank	46
10.	Third branch preference	47-48
11.	Blank	49-54
12.	AUS grade	55-57
13.	Blank	58-67
14.	Race/Ethnic designation (Black enter "X;" Spanish- American enter "Z;" other minorities, enter "Y").	68
15.	PPN (See paragraph 1-27d)	69-70
16.	Last digit of FY (e.g., 1 Jul 71-30 Jun 72, enter 2; 1 Jul 72-30 Jun 73, enter 3).	71
17.	Blank	72-80

**Table 1-2. Punched Card Format
For Preparing DA Form 3792-4**

<i>Item</i>	<i>Description</i>	<i>Card column</i>
1.	Blank	1
2.	Name (last name, first name, middle initial(s)) (See AR 18-12-4, SDE No. 4N-60, for information and contraction of name. However, only use to the twenty-first character position.)	2-21
3.	Blank	22-25
4.	Date of birth (year, month, and day; e.g., 490530)	26-31
5.	Social security number (punched without dashes)	32-40
6.	Blank	41-54
7.	AUS grade	55-57
8.	Blank	58-67
9.	Race/Ethnic designation (Black enter "X"; Spanish-American enter "Z"; other minorities, enter "Y").	68
10.	PPN (See para 1-27d)	69-70
11.	Last digit of FY (e.g., 1 Jul 71-30 Jun 72, enter 2; 1 Jul 72-30 Jun 73, enter 3).	71
12.	Blank	72-80

* LAST NAME, FIRST NAME, MIDDLE INITIAL	SSN	PPN (e.g., B3 (5) or B1 (5))

*See para 1-31a(6)

Figure 1-1. Folder format.

CHAPTER 2

COMMISSIONED OFFICER PROCUREMENT PROGRAMS

Section I. ENLISTED PERSONNEL AND WARRANT OFFICERS FOR APPOINTMENT AS COMMISSIONED OFFICERS

2-2. General. Commanders are authorized to recommend outstanding enlisted men and women, and warrant officers of the Army for direct appointment as second lieutenants, Regular Army (first lieutenant in professional fields). Individuals recommended must meet the eligibility requirements prescribed in chapter 1 and, in addition, must—

a. Have distinguished themselves by demonstrating outstanding qualities of leadership and aptitude for military service.

b. Possess and exemplary record of efficiency and personal conduct.

c. Possess personal attributes requisite to a successful career as a commissioned officer of the Regular Army.

2-2. Responsibility of and action by commanders. Commanders are responsible for encouraging outstanding eligible enlisted men and women and warrant officers to apply for a Regular Army appointment as commissioned officers. Their indorsement to the

application should include both a recommendation of approval and comments concerning the applicant's character, soldierly qualities, performance of duty, and why he is considered to be outstanding.

2-3. Action by major commanders. Upon receipt of the application, the major commander will review the application for administrative correctness, initiate action required in paragraph 1-22 and refer the case to a board (para 1-6). This board will be responsible for furnishing the forms required in table 2-1. Upon completion of the board actions, application file will be returned to the major commander for further review. The major commander will have scores computed for each applicant's qualification report (OLR-1), qualification inventory (OQI-1), and board interview (OLB-1) and, with his recommendation, will forward the complete packet to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

Section II. DISTINGUISHED GRADUATES OF ARMY OFFICER CANDIDATE COURSE OR WAC OFFICER ORIENTATION COURSE

2-4. General. For each class of the branch immaterial officer candidate course (BIOCC) or WAC officer orientation course/officer candidate orientation course, the school commandant will determine those students who have distinguished themselves by demonstrating outstanding qualities of leadership in the military service. Individuals must be in the upper 10 percent of the final class standing and possess personal attributes requisite to a successful career as a Regular Army officer. Upon graduation, the school

commandant will designate such individuals as distinguished graduates of the BIOCC or WAC officer orientation course/officer candidate orientation course, as applicable. Individuals who are designated distinguished graduates are eligible to apply for a RA commission within 1 year of their graduation from the basic officer course. Individuals who apply after the 1-year period must apply under and meet all the requirements of section V, this chapter.

2-5. **Procedures.** *a.* The Commandant of the BIOCC or WAC officer orientation course/officer candidate orientation course will notify each individual in writing of his designation as a distinguished military graduate. The notification will include the implications of this designation and advise each individual that upon successful completion of the branch officer basic course, and with the affirmative recommendation of the branch school commandant, he will be eligible to apply for Regular Army commission within 1 year following the basic course graduation. The letter will bear the student's social security number, class standing, and the number graduated. One copy of the letter will immediately be forwarded by the commandant to HQDA (DAPC-OPD-appropriate career branch); 200 Stovall Street, Alexandria, VA 22332. The distinguished graduate will attach a copy of the letter to his application (DA Form 61) prior to submission to HQDA (DAPC-OPD-PA), for evaluation for a Regular Army appointment.

b. The Commandant of the BIOCC or WAC officer orientation course/officer candidate orientation course will advise the commandant of the appropriate branch school, by letter, of the distinguished graduate status of any officer scheduled to attend the officer basic course of his particular school. The commandant concerned will be further advised that the distinguished graduate's eligibility to apply early for a Regular Army appointment is contingent upon his successful completion of the officer basic course and the affirmation of the school commandant.

c. A senior field grade Regular Army officer designated by the Commandant of the

BIOCC or WAC officer orientation course/officer candidate orientation course will interview each distinguished graduate and encourage him to apply for appointment. The senior officer will:

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

(2) Advise the distinguished graduates that they must successfully complete their scheduled branch officer basic course and be recommended for early Regular Army appointment by the branch school commandant.

(3) Inform the distinguished graduate that an application under this program must be submitted within 1 year after graduation from the officer basic course.

(4) Inform them that *selection for appointment is not automatic* but is the result of deliberation by a board of officers at MILPERCEN.

d. The commandant of the branch school concerned will, at the conclusion of a branch officer basic course attended by distinguished graduates, advise each officer in writing of his recommendation for or against early Regular Army appointment. If the officer is not recommended for early appointment, reasons for such action will be given. Copies of this letter will be forwarded to HQDA (DAPC-OPD-appropriate career branch), and one copy will be attached to the recommended distinguished graduate's application when submitted to HQDA (DAPC-OPD-PA) for evaluation for Regular Army appointment.

2-6. **Application.** The application, together with the letters of recommendation from both school commandants and all required forms (table 2-1), will be submitted as prescribed in chapter 1.

Section III. DISTINGUISHED MILITARY GRADUATES, SENIOR RESERVE OFFICERS' TRAINING CORPS

2-7. **General.** This section prescribes the administrative procedures for appointment of distinguished military graduates of the Senior Reserve Officers' Training Corps and the processing of their applications for appointment.

2-8. **Eligibility.** The eligibility requirements for appointment in the Regular Army are prescribed in chapter 1. All requirements must be fulfilled prior to execution of oath of office. In addition, the cadet must not have been a nonselect for appointment under the

ROTC Scholarship Program. ROTC DMG graduates to be appointed in AMEDD branches must meet additional requirements set forth in section XI, this chapter.

2-9. Application period. Application may be submitted at any time after registration for the final academic year, but not later than the date upon which designation as a DMG occurs. A distinguished military student (DMS) who declines appointment when notified of selection may request reconsideration of his application for appointment at any time prior to date of designation as DMG. Only applications submitted by deadlines set up in paragraph 2-13 can be assured of early notification of selection and appointment on date of graduation. Nonselection under this program does not preclude later application under other Regular Army Procurement Programs for which an applicant may become eligible.

2-10. Responsibility of applicant. The applicant will—

a. Prepare DA Form 61 in single copy (typed or printed in ink). All applicable items will be completed in detail. Any items requiring more explanation than space permits will be completed in item 35, "Remarks" or on an attached sheet. When the proper answer is "no" or "none," the applicant will so state.

b. Prepare and furnish a statement of agreement (fig. 2-2) if seeking appointment in the JAGC, MC, DE, ANC, AMSC, or VC.

c. If applicable, enter in "Remarks" (DA Form 61) the professional college or university being attended or to be attended, date of entrance, and anticipated date of graduation if statement in *b* above is furnished.

d. Enter the major and minor academic fields of study in block "Civilian Education," DA Form 61, using "Remarks" section if additional space is required.

e. Enter in block "Source of Application," the date upon which designation as a DMG will occur (chap. 6, AR 145-1).

f. Individuals who were not designated as a DMS and who attended the ROTC advanced camp after completion of MS-IV may, upon favorable recommendation of the camp commander, be designated a DMS by the PMS

with subsequent designation as a DMG after reevaluation of the student's standing in academic and military subjects. The designation need not be made during camp but must be accomplished in sufficient time so that application for commission in the Regular Army may be submitted by the dates announced in the annual Letter of Instruction (LOI), subject: ROTC Officer Duty and Branch Selection Program—Fiscal Year ____, to the PMS. Individuals in this category will enter in "Remarks" section of DA Form 61, the following notation: "Application authorized under the provisions of paragraph 2-10*f*, AR 601-100."

g. Furnish documents as listed in section III of table 2-1.

2-11. Action by professors of military science. Upon receipt of application, the PMS will—

a. Review the application and related papers to insure that they are properly completed and that the applicant meets the requirements for a DMS prescribed in chapter 6, AR 145-1.

b. Administer the Senior ROTC Inventory, RI-1 (DA Form 6201), to the applicant. Attach the Senior ROTC Inventory answer sheet (DA Form 6201-1) to the application.

c. Attach to the application both the ROTC Evaluation ROE-2 (DA Form 6223) (prepared by a commissioned officer of the PMS staff who has had the DMS in his class during the advanced course, preferably MS-III) and the ROTC Advanced Camp Cadet Evaluation (sections A, B, and C, prepared at camp). If the student has not attended camp, an evaluation report (DA Form 6223) will be prepared by another commissioned member of the PMS staff and included in lieu of the advanced camp commander's report. This report will contain a statement in section V as follows: "Report submitted in lieu of evaluation report from advanced camp." The cadet's qualifications will be compared with those of all other DMS of his unit who are applying for a Regular Army appointment. The rater's comments will be specific to insure that the selection board is provided with a complete description of the cadet's strengths and weaknesses. The PMS will indorse each DA

Form 6223 and will include a positive statement that the cadet is or is not recommended for a Regular Army appointment. The PMS will include additional comments he deems appropriate for consideration by the selection board, e.g., extracurricular activities which indicate self-motivation, dedication, career intentions, academic achievements, and demonstrated leadership potential. The PMS will resolve any conflicting evaluations. He will also insure that a copy of the completed DA Form 1809-R is attached to the applications.

d. Forward the application and related papers to include DA Form 1809-R by indorsement to the ROTC region commander. The anticipated date that applicant will be designated a DMG and whether advanced camp has been completed will be indicated. The procedures outlined in *a*, *b*, and *c* above also apply to students graduating at a time other than at the end of the normal school year. The PMS will insure that all actions are expeditiously accomplished at the appropriate time. He will also establish and maintain a file for each student. These files will be kept for 1 year from the date the student was designated a DMS. The file will contain a copy of each document which was forwarded with the application for selection in the Regular Army.

2-12. Action by ROTC region commanders. *a*. ROTC region commanders will examine each application for correctness of all actions and will insure that each applicant meets the eligibility requirements. Applications received from ineligible individuals will be returned to the PMS, indicating the reason(s) therefor.

b. All actions to obtain missing elements required for completion of the application will be expedited in order to meet the established deadlines announced in the annual letter of instruction (LOI) subject: ROTC Officer Duty and Branch Selection Program.

c. Each DA Form 6223 and DA Form 6201-1 will be carefully checked and scored. Incomplete reports will be returned to the PMS for correction. Each application file received without these reports and sections A, B, and

C of the ROTC Advanced Camp Cadet Evaluation will be held at the ROTC region headquarters until they are received.

d. Completed files will be assembled in the order shown in table 2-1 (also see fig. 1-1, chap 1) and will be forwarded to HQDA (DAPC-OPD-PA), 200 Stovall St., Alexandria, VA 22332. Punch cards and DA Form 1809-R will also be attached to each file (see para 1-26).

2-13. Application Deadlines. *a*. To insure early notification of selection and appointment on date of graduation, applications should be submitted so as to reach HQDA (DAPC-OPD-PA), not later than the dates specified in the annual letter of instruction (LOI) to the PMS. Selections will be announced as expeditiously as possible for those applicants meeting the specified deadlines. Selection of cadets whose applications fail to meet these deadlines will be announced at periodic intervals throughout the year.

b. When designation as a distinguished military graduate is the only remaining contingency, the PMS will be responsible for its fulfillment prior to tender of appointment.

c. Notification of selection, consummation of appointment, and request for delay in accepting appointment will be accomplished in accordance with chapter 5.

2-14. Branch assignments. It is the policy of the Department of the Army that each graduating cadet be assigned to a career branch based on his personal preference, academic major ROTC training, and demonstrated abilities, insofar as branch strength authorizations will allow.

a. *Position on the DA order of merit listing.* Position on the order of merit list is determined at Headquarters, DA from a composite of scores obtained from the ROTC Evaluation, ROE-2 (DA Form 6223) prepared by a member of the PMS staff, the evaluation prepared at camp, and the Senior ROTC Inventory, RI-1 (DA Form 6201-1) accomplished by the cadet. When processed in Headquarters, Department of the Army, predetermined weights are applied to the scores obtained on each of the foregoing documents. The resultant score is the individual's order

of merit score and determines his position on the order of merit list.

b. Branch preference. The individual with the highest score is considered above all others for assignment to a particular branch. Further restriction on branch assignment is imposed by branch quotas. Students should be encouraged to list as a branch choice at least one of the branches which most closely relates to his academic study (For example: Business Administration—FI; Personnel Management—AG; Textile—QM; Physics—OD). Table 2-3 will be used as basic entry specialties in determining branch preferences for new accessions.

c. ROTC unit attended. The type of ROTC unit at the college or university is given full consideration. However, the individual's position on the order of merit (OML), branch quota, and branch requirements are paramount factors in determining the individual's branch of assignment.

d. Academic training. The individual's field of study as related to branch requirements (*b* above) and his demonstrated potential for specialization in a particular branch will influence his branch selection.

2-15. Graduate study. *a.* Scholarship and nonscholarship DMGs selected for appointment in the RA may be afforded the opportunity to pursue full-time graduate study while on active duty under the provisions of chapter 7, AR 621-1.

b. Cadets applying for a national or international-level scholarship, fellowship or grant authorized under AR 621-7, may, if selected, be afforded the opportunity to pursue full-time graduate study while on active duty as prescribed in that regulation.

c. Cadets selected in the Regular Army may delay active duty up to 2 years for the purpose of obtaining a master's degree under the provisions of AR 601-25, at their own expense. 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 statement and documents required by paragraph 2-12c

and table 2-1, will be forwarded with the DA Form 61 to the ROTC region commander. The ROTC region commander will insure that all required documents have been completed and forward the application to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332, for evaluation for RA appointment. Cadets selected for RA appointment and granted an educational delay under the provisions of AR 601-25 will accept an appointment in the USAR in accordance with provisions of chapter 6, AR 145-1. The application and allied papers of those individuals who were selected for RA and granted an educational delay will be forwarded to US Army Reserve Components Personnel and Administration Center (RCPAC) for retention until completion or termination of graduate study. RCPAC will monitor the individual's status and take appropriate action to assure review of his records and consummation of RA appointment, if appropriate, upon termination or completion of the educational delay.

d. Cadets may be tentatively selected for appointment in The Judge Advocate General's Corps, Medical Corps, Dental Corps, Army Nurse Corps, Army Medical Specialist Corps, or Veterinary Corps contingent upon completion of the required professional training and requirements (see sec X and XI, this chapter). This may be accomplished either by the selectee accepting appointment in the RA and completing his professional training in an excess leave status (AR 601-114) (JAGC only) or in a subsidized status (AR 601-112) (MC, DE, VC only) or by accepting an appointment in the USAR and completing his professional training under provisions of AR 601-25 or AR 601-26.

e. Selections for final appointment in The Judge Advocate General's Corps are made by The Judge Advocate General. Selections for final appointment in the MC, DE, ANC, AMSC, or VC are made by The Surgeon General. Branch selections for Reserve appointments of RA tentative selectees for these special branches will be made in accordance with the provisions of chapter 6, AR 145-1 and HQDA LOI, subject: ROTC Officer Duty and Branch Selection Program, Fiscal Year _____, published annually. DMGs desiring to com-

plete their professional training in an educational delay status will complete and furnish a statement as shown at figure 2-2. The statement at figure 2-2 and documents required by paragraph 2-12c and table 2-1 will be forwarded with the DA Form 61 to the ROTC region commander. Tentative selection for a special branch followed by failure to

complete the required professional training or to qualify for appointment, for any reason, will preclude further consideration for appointment in the RA under the DMG program. It does not preclude consideration for appointment under any other RA officer procurement program for which the individual may later become eligible.

Section IV. SCHOLARSHIP CADETS, RESERVE OFFICERS' TRAINING CORPS

2-16. General. This section prescribes the administrative procedures for appointment of Reserve Officers' Training Corps scholarship cadets as commissioned officers in the Regular Army.

2-17. Eligibility. In addition to having met the requirements for admission to the Army ROTC Financial Assistance Program, applicants must meet the general eligibility requirements prescribed in chapter 1. ROTC scholarship graduates to be appointed in AMEDD branches must meet additional eligibility requirements set forth in section XI, this chapter.

2-18. Application. Each scholarship cadet will submit a DA Form 61 as prescribed in section III, chapter 1 and paragraph 2-9 and 2-10, regardless of whether designated a DMS. The words "Scholarship Cadet" will be entered under item "Governing Regulation or Circular." This application will be reviewed by a Department of Army ROTC Scholarship/DMG Selection Board, which will select the best qualified applicants for Regular Army appointments. Individuals not selected for appointment in the Regular Army will be processed for appointment in the USAR by the major commander. For cadets selected for appointment in the Regular Army, USAR appointments will be tendered if the Regular Army appointment is not available at time of commissioning.

2-19. Action by professors of military science. The professors of military science will process

applications in the same manner as prescribed in paragraph 2-11 for the DMG program (except the requirement for designation as DMS or DMG does not apply). One copy of DA Form 6201-1, DA Form 6223, DA Form 1809-R, and one copy of the camp evaluation form, as prescribed in paragraph 2-11, will be submitted on each cadet.

2-20. Action by ROTC region commanders. ROTC region commanders will thoroughly check all applications for completeness. All applications indorsed to HQDA (DAPC-OPD-PA) will have the words "SCHOLARSHIP CADET" typed or stamped in red ink at the top of the page. All actions to obtain missing elements required for completion of the application will be expedited in order to meet established deadlines announced in the annual LOI to the PMS.

2-21. Branch assignments. See paragraph 2-14.

2-22. Application deadlines.

a. Date of submission. Date of submission is the same as prescribed in paragraph 2-13.

b. Notification of selection. Notification of selection and consummation of appointment will be accomplished in accordance with chapter 5.

2-23. Graduate study programs. ROTC scholarship cadets will be afforded the same opportunities for graduate study as set forth in paragraph 2-15 for DMGs.

Section V. ARMY OFFICERS ON ACTIVE DUTY

2-24. General. This section prescribes the program and procedures whereby outstanding male and female Reserve component commissioned officers serving on active duty in a voluntary indefinite status may apply for a Regular Army commission. Applicants for assignment to Military Intelligence must meet the prerequisites outlined in paragraph 1-24. Individuals applying for appointment in the Medical Service Corps must meet the prerequisites prescribed in paragraph 2-61 and must apply under section XI. This procurement program is highly competitive and provides for the selection of the best qualified and most outstanding officers who have demonstrated their capabilities while on active duty.

2-25. Application. *a.* An officer will apply by DA Form 61 through channels, submitting those documents prescribed in table 2-1. Appearance before an evaluation board is not required. Applicants must meet medical and security requirements. Medical examination will be performed only after the officer has been notified of tentative selection.

b. Evaluation Reports.

(1) If an officer has not received an evaluation report during his current tour of duty, a completed US Army Officer Evaluation Report (DA Form 67-7) will be prepared in accordance with paragraph 2-2i, AR 623-105. Paragraph 2-2i, AR 623-105 will be cited as a basis for this type of report in Part

Iib, DA Form 67-7. The DA Form 67-7 will be expeditiously submitted through normal channels to HQDA. Neither the report nor a copy of the report will be submitted with the application; however, it will be considered as part of the application at HQDA.

(2) If an officer is attending a service or civilian school, an evaluation letter (Fig. 2-3) will be completed by the individual who would normally prepare an academic report. The evaluation letter will be submitted with the application.

c. Officers must have completed at least 2 years of active Federal commissioned service by the convening date of the board and not less than 3 years of service at the time of appointment. No waivers of these requirements will be granted.

d. Officers assigned to US Army Security Agency will submit their applications through the Commander, US Army Security Agency, Arlington Hall Station, Arlington, VA 22212, then to HQDA (DAPC-OPD-PA).

2-26. Action by major commanders. Application files will be reviewed to insure that all related papers are properly completed as required by this section. The application will be forwarded to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332, within 5 working days of receipt. Applications of officers subject to early release from active duty or who are at or near the age limitation will be given priority.

Section VI. TECHNICAL SPECIALISTS

2-27. General. *a.* This section prescribes the program whereby highly qualified individuals with degrees from accredited colleges or universities in any of the technical specialties listed in table 2-2, and meet eligibility requirements (chap. 1), may apply for appointment in the Regular Army. Major commanders are encouraged to identify individuals who possess a high degree of technical knowledge essential to the National defense.

b. Each officer appointed in the Regular Army under this program will attend the

basic course of the branch to which assigned or detailed. Officers commissioned in AMEDD Corps are exempt from this requirement.

2-28. Action by major commanders. Major commanders will maintain liaison with colleges, universities, and technical societies in their area to procure highly qualified applicants.

2-29. Application. Required documents are listed in table 2-1. Three letters of recommendation from persons not related to the

applicant who have personal knowledge of his character, reputation, and community standing will be submitted with the application. If the applicant does not have a master's or doc-

toral degree, a resumé of practical experience justifying qualification as a specialist in the particular field for which applying will be included with the application.

Section VII. FORMER OFFICERS AND NONOBLIGATED PERSONNEL

2-30. General. This section provides for the appointment in the Regular Army of former Regular Army officers and Reserve Component commissioned officers not on active duty who have served in any of the Armed Forces of the United States, have satisfied the active duty or active duty for training obligation required by law, and are not eligible to apply under other programs of this regulation. These officers must have been separated from the service under honorable conditions. Nonobligated officers serving on special active duty for training tours must apply under the provisions of this section. This section also provides for the appointment of college graduates who are not eligible to apply for Regular Army appointment under other chapters of this regulation. All applicants applying under this section must possess a baccalaureate degree.

less than three disinterested individuals who are familiar with the applicant's character, reputation, and community standing. College graduates must apply through the nearest Army major commander.

2-31. Application. DA Form 61 and related papers (table 2-1) will be completed in accordance with procedures in section III, chapter 1. Former RA officers and Reserve Component commissioned officers not on active duty must apply through US Army Reserve Components Personnel and Administration Center (RCPAC), ATTN: AGUZ-RCPD-PAD, St Louis, MO 63132. College graduates who did not attend ROTC must include letters based on personal acquaintanceship from not

2-32. Action by RCPAC and major commanders. Upon receipt of the application and related papers, a thorough review of each application will be accomplished to insure that the applicant meets the general eligibility requirements prescribed in chapter 1. If the applicant does not meet the requirements, his application will be returned immediately to him, with reasons therefor. As soon as possible after receipt of application, each college graduate applicant will be invited to appear before an evaluation board for processing (see para 1-6). After review by the evaluation board, the major commander will forward the college graduate's application by indorsement to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332. RCPAC will transmit the applications of former officers and Reserve officers not on active duty after a thorough review for completeness to HQDA (DAPC-OPD-PA).

2-33. Special training. Each college graduate appointed in the Regular Army under this procurement program will attend the basic officer course of the branch to which appointed or detailed.

Section VIII. OFFICERS SELECTED FOR PROMOTION FROM SECONDARY ZONES

2-34. Selection. Officers serving on active duty (other than Regular Army, excluding Chaplains) who are selected from secondary zones for temporary promotion will be tendered an appointment in the Regular Army, with the concurrence of their career branches, provided they are otherwise eligible, without processing an application and

evaluation by a field board. Those selected for promotion to the grade of major and above who do not meet the educational requirements will be tendered appointments provided the appropriate career branch concurs.

2-35. Notification of selection. Eligible officers will be informed by Department of the

Army letter, through channels, of their selection for appointment subject to medical qualification, favorable review of the official military personnel file and security require-

ments, and satisfactory current performance. An officer must accept the offer of appointment within 30 days after receiving the notification of selection letter.

Section IX. APPOINTMENT OF CHAPLAINS

2-36. General. This section prescribes the special requirements and procedures for appointment of chaplains in the Regular Army. This program permits the selection of the best qualified and most outstanding officers who have actively demonstrated their capabilities. In addition it provides for a gradual intake of those individuals possessing certain necessary service credit to maintain a balanced promotion structure, subject to the limitations imposed by statute.

2-37. General eligibility requirements. Applicant must meet the general eligibility requirements outlined in chapter 1 in addition to those prescribed in this section.

2-38. Age and special eligibility requirements. *a. Age.* Applicant must have reached his 21st birthday, but must not have passed his 34th birthday on date of appointment. The latter date may be increased by the number of years, months, and days of active Federal commissioned service performed in the Army after attaining the age of 21 years and one of the following if applicable:

(1) If he was 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 him in computing his basic pay, but not more than the period computed by subtracting 27 years from his age on the date of his appointment; and

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

(2) The number of days, months, and years by which the appointee's age exceeds 27 years, but not more than 2 years. No person may be appointed a Regular Army officer under this regulation if his age is above that

which would permit him to complete 20 years of active commissioned service before he attains his 55th birthday.

b. Active duty. Applicant must have completed 3 years of continuous active Federal commissioned service as a chaplain prior to submission of application and must be on active duty as a commissioned officer in the Army.

c. Education. Applicant must possess consolidated transcripts showing that he has completed a minimum of—

(1) One hundred twenty semester hours of undergraduate credits from a college or university listed in the current issue of Part 3, *Higher Education, Education Directory*, as published by the Department of Health, Education, and Welfare. An applicant who has completed work at a nonlisted school is acceptable if he presents a statement or transcript from an institution, listed as accredited, indicating that he has 120 semester-hour credits acceptable to that institution. Ninety semester-hours of graduate credits or an appropriate graduate theological degree from a theological school listed in the *Education Directory*, or from a graduate school which is a component part of a college or university listed as accredited on the theological level in Part 3 of the *Education Directory*. An applicant who has completed work at a nonlisted graduate theological school is acceptable if he presents a statement or transcript from a graduate theological institution, listed as accredited, indicating that he has 90 semester hours of graduate credits or a graduate theological degree acceptable to that institution. Applicants in graduate theological schools in the directory will be governed, when applicable, by the above criteria.

d. Ecclesiastical indorsement. Applicant must present an ecclesiastical indorsement from the authorized indorsing agency of his denomination showing that he is approved

and recommended for appointment in the Regular Army. This statement may be forwarded direct to HQDA (DACH-ZA) WASH DC 20314 by the denominational indorsing agency.

2-39. Medical requirements. See paragraph 1-23.

2-40. Application. *a.* An officer will apply by completing DA Form 61 for submission through channels. Documents listed in table 2-1 will be submitted with the application. Appearance before an evaluation board is not required. Applicants are subject to medical qualifications and security clearance.

b. If officer has had less than 5 years' active commissioned service in the Army and has received no evaluation report during the previous 60 days or if he has had more than 5 years' such service and a complete report has not been submitted during his current tour the provisions of paragraph 2-25*b* apply.

c. Applications from individuals who meet the eligibility requirements may be submitted at any time.

d. The service agreement of the applicant, including date of expiration, will be entered the remarks section, item 35 of the application.

e. Applications will be forwarded to the applicant's major commander for processing. The commander's forwarding indorsement will indicate recommended approval or disapproval with the reasons therefor.

f. Chaplains on active duty, who have previously applied for a Regular Army appointment but were not selected, may reapply (see para 1-32). Applicant should first contact the Chief of Chaplains relative to the existence of a denominational vacancy.

2-41. Action by major commander. *a. Eligibility.* Commanders will examine each application upon receipt to insure that the applicant meets the general eligibility requirements prescribed in section II, chapter 1. Applications received from ineligible individuals will be returned with reason(s) therefor.

b. National Agency Check. See paragraph 1-22.

c. Informal evaluation report. The major command Chaplain will submit an informal evaluation report direct to the Chief of Chaplains. The report will include appropriate recommendations relative to the applicant, including his degree of demonstrated aptitude for the military service and of the possession of personal attributes considered requisite to a successful career as a Regular Army chaplain.

d. Completed application file. The completed application file will be assembled in the order shown in table 2-1 and forwarded to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

2-42. Action within MILPERCEN. *a.* Upon receipt of the Regular Army application file, MILPERCEN will review the case to determine statutory and administrative eligibility.

b. MILPERCEN will then forward the application and related papers of each qualified applicant to the Chief of Chaplains for recommendation as to appointment or nonappointment. Recommendation for nonappointment will include reasons. Applicants not recommended for appointment and those whose selection or rejection has been deferred will be promptly notified by the Chief of Chaplains. The Chief of Chaplains will notify the applicant of his selection or nonselection, providing a copy of each letter to HQDA (DAPC-OPD-PA).

2-43. Service credit. Each appointee will, at time of appointment, be credited with an amount of service equivalent to the total period of active Federal commissioned service performed after attaining the age 21 years. Individuals appointed under this section will also be credited with 3 year's service credit for professional training provided that use of constructive credit is not necessary to meet age requirements.

2-44. Grade determination. See paragraph 4-2*b*.

Section X. APPOINTMENT IN THE JUDGE ADVOCATE GENERAL'S CORPS

2-45. General. This section prescribes the special requirements for the appointment of commissioned officers in The Judge Advocate General's Corps, Regular Army. Individuals considered under this section must meet the general eligibility requirements prescribed in chapter 1. Before submitting an application for appointment in JAGC, Regular Army, interested officers should first contact DAJA-PT directly.

2-46. Sources of personnel. Personnel will be procured from graduates of the ROTC Distinguished Military Graduate and Army ROTC Scholarship Programs (sec III and IV), those officers successfully completing The Judge Advocate General's Excess Leave Program (AR 601-114), Funded Legal Education Program (AR 351-22), and Reserve component officers on active duty (AR 601-102).

2-47. Age and special eligibility requirements. Individual must—

a. Have reached his 21st birthday, but not have passed his 32d birthday, on date of his appointment. The maximum age may be increased by a period equal to the number of years, months, and days of active commissioned service performed in the Army after attaining the age of 21 years and one of the following if applicable:

(1) If he 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 him in computing his basic pay, but not more than the period computed by subtracting 27 years from his age on the date of his appointment; and

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

(2) The number of days, months, and years by which the appointee's age exceeds 27 years, but not more than 2 years.

(3) No person may be appointed a Regular Army officer under this regulation if his

age is above that which would permit him to complete 20 years of active commissioned service before he attains his 55th birthday.

b. Be a graduate of an approved law school with a professional degree. Transcript of law school credits will be furnished.

c. Be admitted to practice before the highest court of a State of the United States or a Federal court and be in good standing before the bar. Applicant will furnish a statement from proper authority showing admission to practice and standing before the bar or a statement by the applicant that he has taken a bar examination and the date thereof.

d. Applicant will furnish an affidavit containing a statement of his full-time or part-time legal experience. Legal experience may include governmental, judicial, teaching, military legal experience, and private practice. If he has practiced law, he should include a list of the most important cases he has handled, showing the nature of each, and a general statement of the character of his practice. If he has taught law, he should state the subjects which he has taught. If he has held judicial office, he should show the extent of jurisdiction of his court; and if he has had governmental or military legal experience, he should give a description of his position and rating.

2-48. Active duty. The individual must be on active duty as a commissioned officer. Individuals not on active duty, but designating consideration for appointment should contact HQDA (DAJA-PT) Washington, DC 20310 (see AR 601-102).

2-49. Medical requirements. See paragraph 1-23.

2-50. Security requirements. See paragraph 1-22.

2-51. Period of observation. *a.* Individuals desiring appointment in The Judge Advocate General's Corps, Regular Army, will first be placed on a period of observation. This period of observation will be as directed by The Judge Advocate General but in no case will it be for less than 1 year unless the individual

has served at least 1 year previously on active duty as a JAGC officer. Individuals will serve on active duty as a Reserve officer and demonstrate their qualifications for appointment in the Regular Army. Individuals desiring a period of observation must meet the requirements of AR 601-102.

b. Those individuals whose appointments in the Regular Army are not favorably considered may, at the discretion of the Secretary of the Army or upon their own application, be relieved from active duty and may be discharged from their commissions in the United States Army Reserve in accordance with the procedures set forth in regulations governing the discharge of Army Reserve officers. Those individuals who are fully qualified and who decline a Regular Army appointment when tendered may, at the discretion of the Secretary of the Army, be relieved from active duty, but in the absence of such a determination these individuals will complete the period of active service for which committed.

2-52. **Action within Headquarters, Department of the Army.** a. Upon determining that an individual's appointment is desired, The Judge Advocate General will promptly notify the applicant that he has been tentatively selected for Regular Army appointment, providing a copy of the letter to Commanding General, MILPERCEN.

b. Upon receipt of The Judge Advocate General's letter of tentative selection, MIL-

PERCEN will verify the officer's eligibility in accordance with chapter 1 and this section, utilizing the officer's Official Military Personnel File. If the selectee is found fully eligible, MILPERCEN will proceed with appointive action.

2-53. **Service credit.** Under the provisions of title 10, USC 3287, each RA appointee will, at time of his appointment, be credited with an amount of service equivalent to the total period of active Federal commissioned service performed after attaining age of 21 years. Individuals appointed under this section will also be credited with 3 years' service credit for professional training provided that use of constructive credit is not necessary to meet age requirements. Time spent in The Judge Advocate General's Excess Leave Program and/or Funded Legal Education Program does not serve to accrue any part of the 3 years' service credit for professional training. In addition, no part of the 3 years' credit for professional training accrues during period spent in law school while the student is in the active Federal service performed after attaining age 21 as a commissioned officer in the Army.

2-54. **Grade determination.** Grade determination will be made by HQDA.

2-55. **Consummation of appointment.** Consummation of the appointment will be in accordance with the provisions of chapter 5.

Section XI. APPOINTMENT IN THE CORPS OF THE ARMY MEDICAL DEPARTMENT

2-56. **General.** This section prescribes the special requirements and procedures for appointment of commissioned officers in the Regular Army in the various corps of the Army Medical Department.

2-57. **Applicability.** a. Regular Army appointments in the Medical Corps, Dental Corps, Veterinary Corps, Army Nurse Corps, and the Army Medical Specialist Corps will be made under this section.

b. Regular Army appointments in the Medical Service Corps for the purpose of completing medical, osteopathic, dental, or veteri-

nary school on a subsidized basis will be made under AR 601-112 and this regulation.

c. Regular Army appointments in the Medical Service Corps will be made only under sections II, III, IV, V, VI, VII, VIII, and this section. Requests for branch transfer of Regular Army officers from basic branches to the Medical Service Corps will be treated as applicants for reappointment in the Medical Service Corps under this section.

2-58. **General eligibility requirements.** Applicants must meet the general eligibility requirements specified in chapter 1, in addition

to the special requirements in this section. Care will be exercised at all intermediate headquarters to avoid forwarding applications from ineligible individuals.

2-59. Restrictions on appointment in the Medical Service Corps and Veterinary Corps. No individual with prior active commissioned service in the Army will be appointed in the Medical Service Corps or Veterinary Corps if the amount of service with which he would be credited (paragraph 2-66) would require his appointment in a permanent grade higher than that previously held on active duty for a period of at least 90 consecutive days in any of the components of the Active Army.

2-60. Age. Applicants for any corps of the Army Medical Department must be at least 21 years of age. Applicants for the corps listed in *a* and *b* below must also meet the age requirements for the corps concerned.

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

(1) 32d birthday on date of appointment in the Veterinary Corps; or

(2) 30th birthday on date of appointment in the Medical Service Corps. These age maximums are statutory and may not be waived. However, the maximum age is increased by—

(a) The number of years, months and days of active commissioned service performed in the Army after attaining the age of 21 years and/or

(b) A period (not to exceed 2 years) equal to the years, months and days by which age exceeds 27 years.

b. Army Nurse Corps and Army Medical Specialist Corps. Applicant must not have passed the—

(1) 27th birthday for appointment in the grade of second lieutenant;

(2) 30th birthday for appointment in the grade of first lieutenant; or

(3) 39th birthday for appointment in the grade of captain, on the date of nomination for appointment by the President.

The maximum ages specified in (1) and (2) above are increased by an amount equal to the commissioned service performed on active duty (including active duty for training)

in the Armed Forces after becoming age 21 but not by more than 5 years.

2-61. Educational and professional requirements. Final determination of the acceptability of an applicant's credentials will be made by The Surgeon General. Requirements by specialty area are as follows:

a. Medical Corps.

(1) Graduate of an accredited medical school or have received permanent certification by the Educational Council for Foreign Medical Graduates or permanent and unrestricted licensure in a State of the United States, District of Columbia, or Commonwealth of Puerto Rico.

(2) Have completed a 1-year internship or its equivalent after graduation from medical school, except as noted in (3) below. (Application may be submitted before internship is completed.)

(3) Regular Army officers selected to enter the Army Medical Intern or Residency Programs may be appointed in the Medical Corps immediately upon graduation from medical school.

(4) A doctor of osteopathy will be considered professionally acceptable for appointment in the Medical Corps, Regular Army, provided that applicant:

(a) Is a graduate and possesses a degree of doctor of osteopathy from a college of osteopathy approved by the Bureau of Professional Education, Committee on Colleges of the American Osteopathic Association and whose graduates are eligible to be licensed to practice medicine or surgery in a majority of the States;

(b) Has completed a minimum of 3 years of preosteopathic college education prior to entrance into a college of osteopathy;

(c) Has completed a 4-year course with a degree of doctor of osteopathy approved by the American Osteopathic Association; and

(d) Subsequent to 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. Graduate of an accredited dental school.

c. Veterinary Corps. Graduate of a veterinary school located in the US or Canada and accredited by the Council on Education for the American Veterinary Medical Association.

d. Medical Service Corps. Applicants must 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 The Surgeon General.

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

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

(3) Psychology—Doctorate in clinical or counseling psychology from a school approved by The Surgeon General.

(4) Pharmacy—At least a Bachelor's degree and license to practice in one of the States, Puerto Rico or District of Columbia.

(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) Bachelor's degree in a biological science, with at least one year of clinical laboratory experience and certification by the American Society of Clinical Pathology.

(6) Audiology—Master's degree in audiology, or in speech pathology and audiology with major emphasis on audiology.

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

(8) Environmental Sciences—Master's degree in public health, industrial hygiene, environmental health or similar discipline acceptable to The Surgeon General. Applicants with Bachelor's degree in these fields may be considered.

(9) Sanitary Engineering—Master's degree in sanitary, civil, environmental, or chemical engineering from a school accredited by the Engineers' Council for Professional Development.

(10) Dental Hygiene—Graduate of a 4-year dental hygiene school, or graduate of a 2-year dental hygiene program in addition to a Bachelor's degree in a related discipline. All programs and schools must be acceptable to The Surgeon General.

(11) Nuclear Medical Science—Master's degree in radiobiology, radiochemistry, nuclear physics, health physics, radiological physics, applied atomic physics, or nuclear engineering. Applicants with a Bachelor's degree in one of these fields with at least a year's experience will be considered.

(12) Entomology—Master's degree in entomology.

(13) Health care administration and field medical operations—At least a Bachelor's degree in accounting, business administration, personnel management, hospital administration, health care administration, public administration, economics, statistics, or education. Major field of study may be waived by The Surgeon General if applicant has compensating training or experience.

(14) Biomedical information systems—Bachelor's degree in biomedical instrumentation engineering, operations research, systems analysis, systems management, computer science, and related fields.

e. Army Nurse Corps. An applicant must—

(1) Be a graduate of an educational program in nursing which prepares the individual to become eligible for license as a registered nurse and which is nationally accredited by an agency recognized by the US Commissioner on Education and acceptable to Department of the Army;

(2) Possess a baccalaureate degree in nursing or furnish statements from institutions evidencing progress toward achieving such degree requirements; and

(3) Be currently licensed to practice as a registered nurse in the United States or Commonwealth of Puerto Rico.

f. Army Medical Specialist Corps. Bachelor's degree from an accredited institution which has been followed by accredited professional training acceptable to The Surgeon General as indicated below—

(1) *Dietitian Section.* Must possess a baccalaureate degree from an accredited college

or university which has included or been followed by courses and credit hours required by the American Dietetic Association for entrance to an approved internship or completion of a coordinated clinical/medical dietetic program. As appropriate, hold a certificate of completion of an approved administrative or hospital dietetic internship or have had equivalent experience as prescribed by the American Dietetic Association for membership and be eligible for membership in the American Dietetic Association.

(2) *Physical Therapist Section.* Must possess a baccalaureate degree and a certificate of completion of a course in physical therapy approved by the American Physical Therapy Association and the Council on Medical Education of the American Medical Association, or possess a baccalaureate degree in physical therapy from a school approved by the American Physical Therapy Association and the Council on Medical Education of the American Medical Association. Have successfully completed clinical affiliations and be eligible for membership in the American Physical Therapy Association.

(3) *Occupational Therapy Section.* Must possess a baccalaureate degree which has included or been followed by a curriculum in occupational therapy approved by the American Occupational Therapy Association and the Council on Medical Education of the American Medical Association. Have successfully completed clinical affiliations and be eligible for membership in the American Occupational Therapy Association.

2-62. Procurement of applicants. *a.* Any individual who meets the basic eligibility requirements and possesses the qualities desired for appointment in the Regular Army should be encouraged to initiate application. The primary source of Army Medical Department Regular Army officers are those nonregular officers who have demonstrated their qualifications during military service; this source of applicants will be exploited to the optimum. Each senior officer should carefully observe the performance of his nonregular junior officer contacts, particularly those in an initial tour, and designate those to be

encouraged toward a regular career. Each officer so identified will be thoroughly oriented in the advantages of a Regular Army career and furnished such assistance as he requires in the submission of an application.

b. Officers selected for promotion from secondary zones. See section VIII, this chapter.

2-63. Time of application. Applications may not be submitted earlier than 8 months after entry on active duty, except for MSC applicants who may not apply prior to completion of 3 years active commissioned service unless invited to do so by the Chief, Medical Service Corps. Former Regular Army officers may apply for reappointment upon entry on active duty. A special evaluation report will be submitted as prescribed in paragraph 2-25*b*, if the applicant has less than 5 years' active commissioned service on his current tour. The rating, indorsing and reviewing officer will specifically comment on the overall qualifications of the officer for appointment in the Regular Army. A special evaluation report will be rendered on a Medical Corps applicant if the officer's DA Form 66 does not show that an efficiency report has been previously rendered. The submission of the application for appointment of Medical Corps officers will not be delayed pending completion of a special efficiency report; however, commanders will insure that report is rendered promptly in accordance with paragraph 2-2*i*, AR 623-105.

2-64. Application. *a. Format.* Officer will apply by DA Form 61 through the responsible commander who will forward the application direct to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332, with appropriate comments. Documents listed in table 2-1 will be submitted with the application. Appearance before an evaluation board is not required. Appointments are subject to medical qualification and security clearance.

b. Punched card. Each application will be accompanied by an upper left-hand-cut punched card, as prescribed by paragraph 1-26.

c. Service agreement. The current service agreement of applicants on active duty (including ADT) to include expiration date, if

applicable, will be indicated on the application (DA Form 61).

2-65. **Reapplication.** See paragraph 1-32.

2-66. **Service credit.** For purposes of determining permanent grade, position on the appropriate promotion list, seniority in permanent grade, and eligibility for permanent promotion, each officer appointed in the Regular Army under this section will be credited at time of appointment with service as computed by Headquarters, Department of the Army in the following manner:

a. Medical and Dental Corps. Appointee 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 Medical Corps 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, or US Marine Corps—100 percent credit for the first 2 years, 50 percent for each succeeding year not exceeding 4 years, and no additional credit for service in excess of 6 years; except for medical and dental participants in the Program for Medical, Osteopathic, Dental and Veterinary Education for Regular Army and Reserve Officers of the Army (AR 601-112) and its predecessor, the Excess Leave Program, who will receive full credit for their service as Regular Army officers.

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

(a) Completion of medical, osteopathic, or dental school—4 years' credit.

(b) 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 succeeding year.

(3) An additional amount of credit for outstanding qualifications, when warranted and not to exceed 3 years, may be granted as determined by Headquarters, Department of the Army. In the case of an individual credited with service under this provision, the total amount of service credited for the period of time subsequent to graduation from medical, osteopathic, or dental school may not exceed an amount equal to the number of years, months, and days subsequent to graduation.

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

(5) No officer appointed in the Medical or Dental Corps under this regulation who has had a break in active service as a medical or dental officer will be given credit which is equal to or in excess of the service with which he would have been credited except for such break in service. In such cases, an appropriate amount of service will be credited as determined by Headquarters, Department of the Army. The service credited in such cases will not be less than that specified in (2) (a) above and that portion of (2) (b) above which provides for 100 percent credit for the first 2 years of professional education, training, and experience following graduation from medical, osteopathic, or dental school, including internship.

(6) In determining credit for a graduate of a foreign medical school, a constructive date of graduation will be determined by Headquarters, Department of the Army, to equate his state of training with that which he would have attained had he 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 holds a Regular Army appointment in the grade of second or first lieutenant and who becomes otherwise eligible for transfer to the Medical or Dental Corps through the medium of a new appointment, but who will have less than 4 years' promotion list service credit at time of appointment, will be appointed in the grade of first lieutenant, Medical Corps or Dental

Corps, and credited for the purpose of determining position on the promotion list, seniority, and eligibility for promotion with the service authorized in (1) and (3) above plus such additional credit authorized by (2) above as is necessary to credit the officer with a total of 4 years' promotion list service as of date of his or her appointment in the Medical or Dental Corps Regular Army. *Exception.* An officer who has completed a 1-year internship since graduation from medical or osteopathic school and is being appointed in the Medical Corps will be credited with not less than 5 years' service.

b. Veterinary and Medical Service Corps.

(1) Appointee may be credited with the commissioned service performed on active duty in the Army after attaining age 21.

(2) In addition to the above, appointee may be credited with the following:

(a) Three years if appointed in the Veterinary Corps, provided that use of constructive credit is not necessary to meet age requirements. Veterinary participants in the Program for Medical, Osteopathic, Dental and Veterinary Education for Regular Army and Reserve Officer of the Army (AR 601-112) will receive full credit for their service as Regular Army officers.

(b) Three years, if appointed in the Medical Service Corps and if he holds, at the time of appointment, the degree of doctor of philosophy or a comparable degree recognized by The Surgeon General in a science allied to medicine, provided that use of constructive credit is not necessary to meet age requirements. In the event the 3-year credit is authorized, it will be reduced by the amount of any active commissioned service previously credited which covered any part of the period during which the appointee was engaged in professional graduate education for which the qualifying degree was granted.

c. Army Nurse and Army Medical Specialist Corps.

(1) Appointee will be credited with the commissioned service performed on active duty in the Armed Forces after attaining age 21, except that not more than 14 years may be so credited.

(2) An appointee who does not qualify for at least 3 years' credit under (1), above, may be credited with 3 years' service provided he or she meets one of the requirements below. In computing periods of "appropriate professional activities," all periods subsequent to fulfillment of the basic educational and professional requirements specified in paragraphs 2-61e or f during which appointee was engaged on a fulltime basis in training related to the profession or the practice of the profession are included.

(a) Army Nurse Corps.

1. Has been engaged in appropriate professional activities for at least 3 years subsequent to completion of the basic program in nursing.

2. Has a baccalaureate degree in nursing from an accredited institution and has been engaged in appropriate professional activities for at least 12 months.

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

(b) Army Medical Specialist Corps.

1. Has a baccalaureate and has been certified in an appropriate specialty and has been engaged in appropriate professional activities for at least 12 months or

2. Has a master's degree in an appropriate specialty.

(3) No period of time may be counted more than once.

2-67. Grade Determination. See paragraph 1-19.

Date:_____

In consideration of being selected for a Regular Army appointment and authorized to complete my master's degree in delay status, I agree, upon successful completion of graduate study, to accept appointment in the Regular Army within 60 days after graduation. I will accept a commission in the US Army Reserves 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 US Army Reserve Components Personnel and Administration Center and my Regular Army career branch of such status. I will also (within 60 days) take the oath of office (DA Form 71), complete DA Form 1972, take a medical examination, and forward the required documents to the 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 delay status up to 2 years to obtain a master's degree and that I will receive no service obligation under this delay program.

(Signature)

(First, Middle, Last
Name—Printed or Typed)

Figure 2-1. Delay Statement.

Date: _____

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

I understand that my completion of professional training will not automatically lead to my appointment in the JA, MC, AN, SP, DE, or VC, since I have been informed that the number of persons eligible for such appointment may exceed the number of vacancies which can be filled.

I also understand that, if I do not elect to accept a commission in the JA, MC, AN, SP, DE, or VC, if tendered, or if I fail of final selection by (The Judge Advocate General) (The Surgeon General) or otherwise fail to qualify for appointment, I may be ordered to active duty under my Reserve commission in the branch to which I am assigned for a minimum of 2 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 the JA, MC, AN, SP, DE, or VC.

(Place)

(Date)

SUBJECT: Evaluation of Applicant for Commission in the Regular Army

**HQDA (DAPC-OPD-PA)
200 Stovall Street
Alexandria, VA 22332**

1. I, the undersigned, offer the following evaluation of _____
_____ an applicant
(Name, Grade, Branch, and SSN)
for commission in the Regular Army.
2. (Paragraph evaluating applicant's personal qualities.)
3. (Paragraph evaluating manner in which applicant performs his or her duties.)
4. (Paragraph evaluating applicant's overall ability to deal with people.)
5. (Recommendation regarding overall value to the service with respect to appointment in the Regular Army.)

(Signature)

(Name, Grade and Duty
Assignment or Civilian Position
Title—Printed or Typed.)

Figure 2-3. Letter of evaluation for in-service, Reserve component officers attending service or civilian school as a student.

Table 2-1.

Documents Required to Process a Regular Army Appointment

These are the documents required to process an appointment in the Regular Army and the number of copies to be sent to HQDA (DAPC-OPD-PA). Keep additional copies at a minimum. Of the testing material send only the form shown in parentheses after the title of the test package. See DA Pam 310-8 for the component parts of each test package for ordering. Requisition forms through publication supply channels.

Documents	Applicable section of chapter 2 and number of copies required										
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI
1. Application for Appointment (DA Form 61)	1	1	1	1	1	1	1	1	1	1	1
2. Photograph (recent, head-and-shoulders type, approximately 4" x 5")	1	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	1
4. Transcript of accumulated college credits*	1	1	1	1	1	1	1	1	1	1	1
5. Statement verifying completion of two or more years credit for a baccalaureate (para 1-21a) ³	1	1	1	1	1	1	1	1	1	1	1
6. Copy of DA letter establishing 2-year college equivalency evaluation, if applicable (para 1-21a)	1	1	1	1	1	1	1	1	1	1	1
7. Officer's Assignment Preference Statement (DA Form 483)	1	1	1	1	1	1	1	1	1	1	1
8. National Agency Check (statement of initiation) OR	1	1	1	1	1	1	1	1	1	1	1
9. 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
10. Conscientious objector affidavit	1	1	1	1	1	1	1	1	1	1	1
11. Statement of final class standing	1	1	1	1	1	1	1	1	1	1	1
12. Designation as distinguished graduate of OCS	1	1	1	1	1	1	1	1	1	1	1
13. Letters of recommendation (character reference) from three individuals (para 2-29 or 2-31 as applicable)	1	1	1	1	1	1	1	1	1	1	1
14. Officer Qualification Inventory, OQI-1 (Answer Sheet, DA Form 6263-1) ⁴	1	1	1	1	1	1	1	1	1	1	1
15. Officer Leadership Qualification Report, OLR-1 (Report Form, DA Form 6293) ⁵	1	1	1	1	1	1	1	1	1	1	1
16. Officer Leadership Board Interview, OLB-1 (Interview Record, DA Form 6227) ⁶	1	1	1	1	1	1	1	1	1	1	1
17. Interview Blank, Form 4, Work Sheet C, DA Form 6217 and Board Rating and Recommendation, Form 4, Work Sheet D, DA Form 6217-1	3	3	3	3	3	3	3	3	3	3	3
18. Biographical Information Blank, Form F (Answer Sheet, DA Form 6211-1)	1	1	1	1	1	1	1	1	1	1	1
19. ROTC Inventory, RI-1 (Answer Sheet, DA Form 6201-1)	1	1	1	1	1	1	1	1	1	1	1
20. Interview Appraisal Sheet S (Appraisal Sheet S, DA Form 6225)	4	4	4	4	4	4	4	4	4	4	4
21. Statement of Personal History (DD Form 398) ⁸	2	2	2	2	2	2	2	2	2	2	2
22. FBI Fingerprint Card (FD Form 258) ⁸	3	3	3	3	3	3	3	3	3	3	3
23. Evaluation letter ⁷	1	1	1	1	1	1	1	1	1	1	1
24. Punched card (para 1-26)	1	1	1	1	1	1	1	1	1	1	1
25. Invitation letter ⁸	1	1	1	1	1	1	1	1	1	1	1
26. Designation as a distinguished military student	1	1	1	1	1	1	1	1	1	1	1

Table 2-2. Technical Specialist

Specialty	Branch									
	AG	EN	FI	MS	MI	MP	OD	QM	SC	TC
Administration										
Business (Trans major rqr for TC)	X	X	X	X	X	X	X	X	X	X
Hospital				X						
Hotel & Restaurant Management	X							X		
Personnel	X	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	X		
Biochemistry				X			X	X		
Business—ADPS	X									
Business and Commerce	X		X			X	X	X		X
Cartography		X			X					
Chemistry										
Analytical				X			X			
Hi-Polymer							X	X		
Industrial							X			
Organic and Physical				X			X			
Paper							X	X		
Commercial Science							X			
Criminology/Corrections					X	X				
Dairy Science								X		
Dental Hygiene				X						
Economics	X		X	X	X		X	X		X
Education	X			X	X	X	X	X		X
Electronics					X		X		X	
Engineering										
Administrative		X					X			
Aeronautical		X					X	X		X
Automotive							X			X
Biological				X			X			
Chemical		X		X			X	X		
Chemical Research							X			
Civil		X		X				X		X
Communications		X			X				X	
Computer Systems	X	X	X	X	X		X	X	X	X
Electrical		X			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	X	
Metallurgical		X					X			
Mining		X								
Nuclear		X		X			X		X	
Nuclear Effects		X		X			X	X	X	X
Petroleum		X			X			X		
Radio					X				X	
Radiological Defense		X					X			
Safety		X				X	X			X
Sanitary		X		X			X			
Structural		X					X			X

Specialty	Branch									
	AG	EN	FI	MS	MI	MP	OD	QM	SC	TC
Textile								X		
Traffic						X				X
Wire Communications					X		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				
Law Enforcement						X				
Leather Technology								X		
Linguist					X	X				
Management										
Accounting and Financial	X		X	X	X		X	X		X
Industrial	X	X	X	X		X	X	X	X	X
Institutional	X		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	X
Metallurgy							X			
Meteorology		X					X			
Microbiology				X						
Motion Picture and Television									X	
Naval Architecture										X
Nuclear Medical Science				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
Physiology				X						
Plant Pathology							X			
Podiatry				X						
Political Science	X				X	X				X
Portable and Flexible Structures		X								
Psychology										
Clinical	X			X	X	X				
Experimental	X			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								

Table 2-3

BASIC ENTRY SPECIALTIES

<i>Branch</i>	<i>Basic Entry Specialty</i>
Adjutant General -----	Personnel Administration Club Management Personnel Management*
Air Defense Artillery -----	Air Defense Artillery
Armor -----	Armor
Engineer -----	Engineer
Field Artillery -----	Field Artillery
Finance -----	Finance
Infantry -----	Infantry
Military Police -----	Law Enforcement
Military Intelligence -----	Counter-Intelligence/HUMINT Cryptology Tactical/Strategic Intelligence
Ordnance -----	Armament Materiel Management Chemical Tank/Ground Mobility Materiel Missile Materiel Management Munitions Materiel Management Communications-Electronics Materiel Management
Signal -----	Audio-Visual Instructional Technology Communications-Electronics Engineering Fixed Telecommunications Systems Combat Communications-Electronics
Transportation -----	Aviation Materiel Management Highway-Rail Operations Marine and Terminal Operations Traffic Management Construction and Marine Materiel Management
Quartermaster -----	Food Management General Troop Support Materiel Management POL Management

*Personnel Management may be designated as a primary specialty for Adjutant General Corps officers only.

CHAPTER 3

POSTHUMOUS APPOINTMENTS

3-1. General. This chapter prescribes special requirements and procedures for the issue of posthumous appointments of officers in the Regular Army of the United States.

3-2. Authority to issue appointments. Posthumous appointments as commissioned officers in the Regular Army are issued by MILPERCEN under the authority contained in 10 USC 1521.

3-3. Conditions under which appointments may be issued. Posthumous appointment may be issued when—

a. The individual was officially nominated for the appointment by the President and was approved by the Senate, but the individual was unable to accept the appointment because of death in line of duty on or after the date of nomination by the President; or

b. The individual was approved for appointment by the Secretary of the Army, under recess provisions, while the Senate was not in session, but the individual was unable to accept the appointment because of death in line of duty on or after the date of the Secretary's recommendation.

c. If a warrant officer was officially nominated for appointment by the Chief of Staff and confirmed by the Secretary of the Army,

but the individual was unable to accept the appointment because of death in the line of duty on or after the date of nomination by the Chief of Staff.

3-4. Submission of recommendation for appointment. Commanders who have knowledge of a member who may be considered for a posthumous appointment will furnish the following information, as appropriate, through military channels to HQDA (DAPC-OPD-PA), 200 Stovall St., Alexandria, VA 22332.

a. Date and cause of member's death.

b. Statement indicating that the member's death was in the line of duty.

3-5. Effective date. The effective date of the appointment will be date of confirmation by the US Senate in the case of an appointment issued as outlined in paragraph 3-3*a* or date of approval by the Secretary of the Army in the case of an appointment under recess provisions as outlined in paragraph 3-3.

3-6. Bonus, gratuity, pay or allowance. Members may be promoted posthumously. The amount of bonus, gratuity, pay, or allowances is not changed by these promotions. (See para 10205, DODPM.)

CHAPTER 4

SELECTION AND APPOINTMENT CRITERIA

4-1. Selection and appointment in the Regular Army. *a.* Upon receipt of the Regular Army applications, MILPERCEN will review the application to determine statutory and administrative eligibility. Any additional information deemed necessary to establish eligibility will be requested by MILPERCEN.

b. MILPERCEN will submit the applications for appointment in the Regular Army in the Women's Army Corps and those for assignment to Army Promotion List Branches (less professional branches) to the permanent Regular Army Selection Board which will convene semiannually. Applications for appointment as warrant officers in the Regular Army will be considered on a continuous basis. (Selection boards for the special branches will convene periodically.) Names of applicants recommended for appointment will then be transmitted to the Secretary of the Army for action to effect appointment (to include nomination by the President and confirmation by the US Senate for commissioned officers). MILPERCEN will also issue necessary instructions through major commanders to consummate such appointments. Tentative notification of selection for appointment in the RA will be made by individual letter. Nonselectees will also be notified by individual letter.

c. A Department of Army circular, published semiannually will announce—

(1) Date the next Regular Army Selection Board is to convene.

(2) Cut-off date for submitting application so they reach MILPERCEN in time to be considered by the Board.

(3) Overstrength branches and overstrength year groups in which appointments will be limited.

(4) Special requirements, if any.

d. The Chief, Military Intelligence Branch

(DAPC-OPD-MI), will coordinate with the Director, US Army Personnel Security Group, US Army Intelligence Command, Department of the Army, in the final approval of applicants for military intelligence.

e. A selectee who is not on active duty, but who holds a commission in the Reserve in a grade equal to or higher than the Regular Army grade for which being processed, may request that he be placed on active duty pending consummation of appointment. He will submit DA Form 160 (Application for Active Duty), in duplicate, to the US Army Reserve Components Personnel and Administration Center not less than 21 days before the date he desires to enter active duty. In item 7b of the application, he will enter "3 years" or "indefinite" as the period of active duty for which he volunteers. The US Army Reserve Components Personnel and Administration Center will send the application to HQDA (DAPC-OPD-PA). This duty will be on a voluntary basis.

f. No selections will be made for appointment with assignment to overstrength branches (other than in the professional fields) except for base year groups.

g. No selections will be made for appointment in overstrength year groups except for the Army Medical Department (less MSC), The Judge Advocate General's Corps, and Chaplains.

h. No selections will be made for appointment in overstrength year groups within branches.

i. Commanders will insure that applications are submitted only by the best-qualified officers.

4-2. Service credit and permanent grade determination. *a.* For the purpose of determining grade, position on the promotion list,

seniority in grade, and eligibility for promotion, each individual appointed under this regulation will, at time of appointment, be credited with the number of years, months, and days of active commissioned service performed in the Army after reaching age 21 and, if applicable, the period by which his age is increased as discussed in paragraph 1-20a(2).

b. Based on the service credited (a above), the grade in which a person is appointed is that held by the junior officer on the applicable promotion list who is not a deferred officer or an officer considered but not recommended for promotion and who has the same or next longer service as the officer appointed. The name of the officer appointed will be placed on that list immediately below such junior officer.

c. No person will 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 satisfactorily held on active duty in the active Federal service in the Army or any of its components. For these purposes, active duty is active continuous

Federal commissioned service in the active Army, based on a service agreement or call or order to duty in excess of 90 days. Periods of 90 days or less may not be combined to achieve this total.

d. No person who was a cadet at the United States Military, Naval, or Air Force Academies may be originally appointed in a commissioned grade in the Regular Army before the date on which his classmates at that academy are graduated and appointed as officers. In addition, no person who was a cadet at, but did not graduate from an Academy, may be credited, upon appointment as a commissioned officer in the Regular Army, with longer service than that credited to any member of his class at that academy whose service in the Army has been continuous since graduation.

e. For service credit and grade determination of appointees in the corps of the Army Medical Department, see section XI, chapter 2.

4-3. Temporary grade and date of rank. Temporary date of rank will be determined as prescribed in AR 600-20.

CHAPTER 5

CONSUMMATION OF COMMISSIONED OFFICER APPOINTMENT IN THE REGULAR ARMY

Section I. SELECTION NOTIFICATION

5-1. Notification. *a.* Announcement of selection proceedings and notifications will be made by HQDA, by letter addressed through channels to the individual, except ROTC students. Selectees for the ROTC programs (sec III and IV, chap. 2) will be notified through the ROTC region commander and professor of military science, in turn.

b. Selections from the distinguished military graduate and scholarship programs, whose applications are received by established due dates (para 2-13) will be announced as expeditiously as possible. Subsequent selections for these programs will be announced as Department of the Army Selection Board actions are approved.

c. Notification of selection is not authority to consummate appointment in the Regular Army.

5-2. Contingencies. *a.* An individual selected for appointment subject to the contingency of a medical examination must meet the standards of medical fitness for appointment prescribed in chapter 2, AR 40-501 and undergo a Type "A" or "B" examination (as appropriate). Arrangements for the medical examination, except for selectees under the ROTC programs, are the responsibility of the selectee. The professor of military science will be responsible for arranging examination locations for selectees under the ROTC programs (sec III and IV, chap. 2). Full consideration will be given to arranging appropriate examination locations for selectees whose travel expenses are not chargeable to the Government. Under no circumstances, except

selectees under the DMG and scholarship programs, will a selectee be informed that he is medically qualified for Regular Army appointment except by authority of HQDA. No scheduled examination will be cancelled or discontinued because the selectee does not appear to be qualified medically. The selectee will be advised that final determination of his medical status (except for selectees under the ROTC DMG and scholarship programs) is made by HQDA. If the required medical examination is not accomplished within a reasonable period (normally 15 days) when directed by the major commander, action will be taken by registered mail to determine the cause of noncompliance. Continued further delay will be construed as declination of appointment, and the selectee will be notified by registered letter. A copy of the notification and registry receipt will be forwarded to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

b. Medical examinations conducted for the purpose of qualifying for appointment in the Regular Army will be valid for a period of 1 year.

c. A selectee subject to completion of a National Agency Check may not be recommended for Presidential nomination until notification is received in Headquarters, Department of the Army, that a favorable National Agency Check has been completed.

d. When contingencies for appointment cannot be fulfilled, HQDA (DAPC-OPD-PA) will be notified and the letter of appointment will be destroyed.

Section II. APPOINTMENT NOTIFICATION

5-3. **General.** *a.* Delay between date of approval of the appointment for tender and the date of acceptance will advance the date of rank only for those officers not on active duty. Accordingly, the time limitation for the completion of certain actions prescribed herein will be rigidly adhered to by all concerned to avoid penalizing applicants for delay subsequent to nomination date. However, oath of office will not be executed until all contingencies are resolved.

b. When Presidential nomination and/or Senate confirmation has been accomplished, the names of all those appointed are announced in Department of the Army special orders. The special orders include provisions to protect the appointee's rights to any higher temporary grade or more senior date of rank. Sufficient copies of the special orders together with individually addressed letters of appointment are forwarded to the major commanders by MILPERCEN.

5-4. **Tender of appointment.** *a.* Upon receipt of appointment special orders and letters of appointment, the major commander will tender appointments to all appointees within his command who have reached their 21st birthday and for whom no contingencies exist. (DMG and ROTC scholarship cadets may be appointed even though they are under 21 years of age.) An appointee whose commissioning is subject to contingencies will be tendered appointment immediately upon favorable resolution of the contingency(ies). No appointee will be permitted to execute the oath of office prior to medical qualification. Whenever possible HQDA will have letters of appointment, appointment orders, and assignment instructions for end-year ROTC DMGs and scholarship cadets in the possession of ROTC region commander in time to permit tender of appointment on date of

graduation. However, administrative processing and the necessity for securing Presidential approval and Senate confirmation will not always permit such action for midterm graduates or end-year graduates who fail to apply in sufficient time. ROTC region commanders will make a special effort to resolve any outstanding contingencies and insure that all eligible appointees becoming distinguished military graduates on graduation day are tendered their appointments on that date.

b. The following documents will be forwarded to the appointee by the most expeditious means:

- (1) Letter of appointment. (To be retained by appointee.)
- (2) Copy of the applicable Department of the Army appointment special orders.
- (3) DA Form 71 (Oath of Office—Military Personnel) for Regular Army appointment. (See AR 135-100)
- (4) DA Form 71 (Oath of Office—Military Personnel) for Army of the United States appointment, if applicable.
- (5) DA Form 1972 (Regular Army Appointment Information), in triplicate.
- (6) DA Pamphlet 600-3 (Officer Professional Development and Utilization).
- (7) Instructions advising appointee who is not on active duty that he should have his social security card in his possession when reporting to his initial duty station.
- (8) Instructions advising appointees of the requirement for medical statement (para 5-6c.)
- (9) Instructions advising appointee who is not on active duty of possible deferment in execution of oath of office (sec V, this chapter).
- (10) Initial duty assignment orders, if applicable (para 5-13).

Section III. CONSUMMATION OF APPOINTMENT

5-5. **General.** Extreme care will be exercised in completing all documents required in consummating the appointment, since they be-

come basic references essential to the record of an officer's Regular Army career.

5-6. Action required of appointee. *a.* An appointee who desires to accept appointment will execute the Regular Army oath of office (one copy) and the Army of the United States oath of office (one copy), if required, within 6 months of the date of notification. The following will be forwarded to the major commander for dispatch to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

(1) DA Form 71 for Regular Army appointment.

(2) DA Form 71 for appointment in the Army of the United States, if appropriate (para 4-3).

(3) Medical statement required by *c* below.

(4) DA Form 1972, in triplicate.

(5) Two copies of initial Regular Army assignment orders issued by major commander (para 5-13).

b. The major commander will associate the following with the above documents prior to forwarding to MILPERCEN: A copy of letter of appointment in the United States Army Reserve (USAR) issued by the major commander or by the US Army Reserve Components Personnel and Administration Center, in the event such appointment was accepted prior to acceptance of current appointment in the Regular Army.

c. On the date he is to take the oath of office, appointee will first execute DA Form 3081-R (chap. 10, AR 40-501). The form will not be modified. If it cannot be executed in the format shown, the appointment will not be consummated, and HQDA, MILPERCEN, will be informed of the circumstances. If appropriate, a new report of medical examination of the scope prescribed in paragraph 5-2 will be submitted as soon as appointee's medical condition permits or as directed by HQDA, MILPERCEN.

d. Appointees with prior military service accepting appointment in corps of the Army Medical Department will furnish documentary evidence of completion of schooling or internship to their military personnel officer to substantiate claim for constructive service credit. Documentary evidence may consist of a diploma issued to the officer by the professional school; a transcript of his school cre-

dit, a letter from the school; or any other document that substantiates the dates appointee attended such school or served as an intern. The substantiating document must show the day, month, and year of entry and completion of professional school or internship. The military personnel officer will obtain three copies of the document that is used to verify the dates; will file one copy in the officer's Personal Financial Record; will submit one copy with the officer's military pay voucher; and will send one copy to HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

e. Any correspondence concerning the appointment should bear the officer's social security number.

5-7. Reporting disposition of appointees. *a.* If an appointee (other than ROTC cadet) does not accept appointment within 6 months of his having been tendered same, and if delay in accepting has not been requested (sec IV, this chapter), the appointment will be reported by the originating major commander to HQDA (DAPC-OPD-PA) as having been ABANDONED.

b. ROTC cadet must execute RA oath of office within 30 days of eligibility for appointment unless an educational delay or temporary deferment (maximum of 60 days) has been approved (see para 5-11), or be reported by the region commander as having ABANDONED his appointment. Any appointee from the ROTC DMG Program who accepts appointment in the USAR in preference to the RA appointment and fails to submit a statement of declination (within 60 days) will also be reported by the originating Region commander as having ABANDONED his RA appointment.

c. Prior to abandonment, MILPERCEN will make every effort to contact the commanders and appointees concerned. Should the appointee desire to accept the RA appointment, a new appointment letter will be forwarded.

d. When jurisdiction for processing an appointee is transferred from one major commander to another, the receiving commander will provide the losing major commander,

where the application originated, with information on the disposition of the case (e.g., acceptance of the appointment or rejection for failure to meet medical qualifications), with an information copy forwarded to HQDA (DAPC-OPD-PA).

5-8. **Declination of appointment.** The major commander will acknowledge receipt of decli-

nations of appointment (bearing appointee's signature) and expeditiously forward the declination, with copy of the acknowledgement to HQDA (DAPC-OPD-PA). Participants in the ROTC Scholarship Program are bound by signed agreement to accept appointment in the Regular Army or US Army Reserve, whichever is offered.

Section IV. DELAY IN ACCEPTANCE OF APPOINTMENT

5-9. **General.** *a.* Appointees who are not on active duty at time of tender of appointment may be granted delay in acceptance for the following reasons:

(1) To settle family and/or business affairs.

(2) To cope with sickness of the individual or with sickness or death within immediate family.

(3) To pursue graduate study (ROTC scholarship cadets and distinguished military graduates).

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

c. When an appointee desires to delay acceptance of appointment in excess of 30 days, he must submit his request for delay within 30 days after receipt of appointment notification.

d. Delays will not be granted which cause the appointee to become ineligible because of overage prior to the planned date of execution of oath of office.

5-10. **Application for delay.** The application for delay will state the period for which delay is requested, the reason for the request and the employment status of the appointee, (whether self-employed, contractual, com-

mmercial, Federal, State, local municipal, or with an international agency). The application will be forwarded to the major commander who tendered appointment.

5-11. **Processing application for delay.** *a.* The major commander may approve application for delay of less than 60 days. Notification to appointee will include the following information:

(1) The date of rank as an officer in the Regular Army is established from the date of execution of oath of office, adjusted when appropriate to reflect such service, actual or constructive, credited by law.

(2) The Regular Army oath of office may be executed at any time during the deferment period, if the appointee desires to reduce the authorized deferment period.

(3) Approval of delay in execution of Regular Army oath of office will not delay execution of oath of office for appointment in the Army Reserve (applicable to ROTC only). A copy of the approval of request for delay will be forwarded by the major commander to HQDA (DAPC-OPD-PA), by the most expeditious means.

b. Delays in excess of 60 days are not authorized.

Section V. INITIAL DUTY ASSIGNMENT ORDERS

5-12. **General.** *a.* Assignment instructions for Regular Army appointees not on active duty as commissioned officers will be sent to the major commander by HQDA. The branch to which selectee has been assigned (or the detail branch for those requiring a 1-year tour

with a combat arm) normally will give assignment instructions at least 30 days prior to appointment. See AR 614-105 for policy and procedures for assignment of ROTC Distinguished Military Graduates, scholarship

cadets and USMA cadets appointed in the Regular Army.

b. Appointees initially ordered to active duty under a Regular Army commission may be authorized a maximum of 30 days advance leave in accordance with paragraph 5-1, AR 630-5. Advance leave granted must be based on request from appointee. The appointee will be informed that leave does not preclude reporting for duty prior to expiration of leave; however, per diem allowances, if authorized, will not commence prior to specified reporting date. Delay in reporting for active duty because advance leave is granted, is not to be confused with delay in executing the oath of office (sec IV, this chapter).

5-13. Issuance of initial assignment orders. a. Major commanders will issue initial assignment orders. For persons authorized excess leave by HQDA, the major commander, unless otherwise directed by Department of the Army, will issue initial active duty orders assigning them to the US Army Student Detachment, Ft. Benjamin, Harrison, IN 46216 or to the US Army Medical Department, Student Detachment, Ft. Sam Houston, TX 78234, as appropriate, with station at the specified school.

b. See TC 105, AR 310-10 for format of orders. Copies of orders will be sent to commander of all affected organizations as follows:

(1) One to Commander, USPDSC, ATTN: Officer Accession Branch, Edgewood Arsenal, MD 21210.

(2) One to the basic branch, Department of the Army and, if applicable, one to the detail branch, for each officer.

(3) Two to HQDA (DAPC-OPD-PA), furnished with the oath of office.

c. Changes to initial assignment orders will be distributed in accordance with b above. Procurement program identification and administrative entries will be made in accordance with AR 601-110.

5-14. Action by appointee. a. Appointees who are not on active duty will comply with the initial assignment orders no later than the day after they execute the oath of office. On the day appointee executes the oath of office,

he will notify the major commander, whose office issued the assignment orders, and HQDA (DAPC-OPD-PA), by electrically transmitted message or by the most expeditious means substantially as follows:

I executed oath of office for Regular Army on _____ and am proceeding to _____
(Date)

per letter orders No. _____ your headquarters dated _____.

(Name, grade, and SSN)

(Date)

b. Appointees on active duty will notify the appropriate unit commander, who will advise the major commander by electrically transmitted message as prescribed in a above.

c. Appointees on active duty, if absent from their assigned organization, will notify the commander of that organization of their acceptance.

d. Appointees who do not wish to accept the appointment will notify the major commander, unless they have previously declined the appointment in writing.

5-15. Action by major commander. Upon receipt of acceptance message the major commander will record date of acceptance. He will then reproduce the acceptance message, annotated to cite assignment orders and reporting date, and mail copies as indicated in a through d below. If notification of acceptance is received verbally, the major commander will transmit or mail to the same addressees a multiple address message relaying this information, citing assignment orders and reporting date.

a. Morning report activity, together with three copies of the active duty orders (one copy for each copy of the morning report).

b. Commander of the organization to which officer is assigned.

c. HQDA (DAPC-OPD-PA), 200 Stovall Street, Alexandria, VA 22332.

d. The appropriate career branch, or, in the case of an individual appointed in a branch other than his current branch, both the losing and gaining career branches.

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 Regular Army. Individuals considered under this program must meet the general eligibility requirements prescribed in chapter 1.

6-2. Sources of personnel. Warrant officers for the Regular Army will be appointed from among warrant officers on active duty who hold appointments in the US Army Reserve (USAR), Army National Guard of the United States (ARNGUS), or Army of the United States (AUS).

6-3. Qualifications. To qualify for Regular Army appointment, applicant must have demonstrated, through experience or training, outstanding technical ability and aptitude for military service, must have an exemplary record of efficiency and personal conduct, and must possess personal attributes requisite for a successful career as a warrant officer of the Regular Army. Applicant must—

a. Be able to complete 30 years' active Federal service by age 62. Requests for waiver of this requirement may be submitted to HQDA, provided the individual can complete 20 years active Federal service by age 62.

b. Be a high school graduate or equivalent, or must have passed the General Education Development (GED) test (high school level) through US Armed Forces Institute (USAFI). Evidence of completing the GED test must accompany the application if the information is not on file in the applicant's Department of the Army personnel record.

c. Meet educational requirement of the MOS in which appointment is to be made if

the specialty requires more than a high school level education. (Two years of college or equivalent is the desired goal for Regular Army warrant officers.)

d. Have completed a minimum of ~~2~~ 1 year of active service as a warrant officer in the Army at the time of application.

e. Warrant officers who have completed less than 1 year of active warrant officer service may apply upon written invitation by their monitoring career branch. However, if selected for Regular Army, those individuals may not be appointed earlier than the day following the date they complete 1 year of active warrant officer service.

6-4. Application procedures. a. Warrant officers on active duty will apply by DA Form 61 as prescribed in paragraph 1-25.

b. The appropriate commander will prepare a punched card as prescribed in paragraph 1-26.

c. Applicant will list, in order of preference, up to four choices of MOS (listing monitoring career branch with each), one of which must be his primary MOS. Choices are limited to MOS already acquired and to those in which he has served as a warrant officer on active duty in the USAR, ARNGUS, or AUS.

d. AUS warrant officers in grades WO1 or CW2 will require an evaluation report prepared as prescribed in paragraph 2-26 when—

(1) Their selection for temporary promotion to the next higher grade has not been announced or approved.

(2) They have not received a DA Form 67-7 during the 60-day period preceding the date of application.



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

f. Within the limitations of paragraph 6-3, applications may be submitted by warrant officers—

(1) Serving under a voluntary active duty agreement, if eligibility requirements are met.

(2) Serving on initial tour of active duty under an obligated or voluntary AD assignment after completing 1 year of warrant officer service (AR 135-215).

g. Applications will be forwarded through channels to the appropriate commander. Each commander in the chain of command will include in the forwarding indorsement his recommendation for approval or disapproval. If he recommends disapproval, he will give reasons. He should also comment if he has personal knowledge of the applicant's performance or qualifications.

h. Appropriate commanders will review applications to determine eligibility and take

action as indicated in this regulation. They will then notify those applicants who are not acceptable and give reasons for their ineligibility.

i. Applicants will be notified of unavoidable processing delays (e.g., a need for additional information).

6-5. MILPERCEN responsibilities. MILPERCEN will—

a. Review Regular Army warrant officer applications to determine statutory and administrative eligibility.

b. Send application files to selection agencies (para 4-1b).

c. Furnish names of applicants selected and recommended for appointment to the Secretary of the Army for approval.

d. Inform applicants of their selection or nonselection (para 4-1b).

e. Issue instructions to appropriate commanders to consummate appointments (para 4-1b).

Section II. APPOINTMENT

6-6. Tender of appointment. a. Upon approval by the Secretary of the Army, all applicants will be appointed as warrant officers in the Regular Army without specification of branch.

b. The date of appointment will be the date of acceptance by the applicant, as evidenced by the signed oath of office.

6-7. Creditable service. a. Only active service as a warrant officer will be considered for determining grade, position on the promotion list, seniority in grade, and eligibility for promotion. Subject to the provisions of para 6-8c, an appointee will be credited, on the date of appointment, with the number of years, months, and days of his service as a WO, minus the number of years, months, and days spent in "nonselect" status.

(1) "Nonselect" time is the time between the date of adjournment of the promotion selection board which first considered the warrant officer but did not select him and the date of adjournment of the promotion board which later selected him for promotion.

(2) Active warrant officer service means full-time active duty as a warrant officer in the Army for more than 90 consecutive days. Active duty for periods of 90 days or less will not be included in the computation.

b. Computation of service credit and grade is determined as follows:

<i>Creditable service</i>	<i>Grade</i>
Less than 3 years	WO1
3 years, but less than 9 years	CW2
9 years, but less than 15 years	CW3
15 or more years	CW4

6-8. Date of rank. a. This paragraph applies only to determining Regular Army grade and date of rank and will not be used in determining service credit for any other purpose.

b. To determine the time in grade to be credited, deduct 3, 9, or 15 years from the total creditable service for those being appointed in grades CW2, CW3, and CW4, respectively. To compute the date of rank of those to be appointed in grade WO1, deduct creditable service of less than 3 years. The date of rank will not be earlier than the date the indi-

vidual entered active duty as a warrant officer.

c. No individual will be appointed in a grade or with a date of rank which will make him senior to a Regular Army warrant officer who is senior to him in temporary grade or date of rank. If the date of rank within grade would make the individual senior to a Regular Army warrant officer who is senior to him in temporary grade or date of rank, the appointee will be awarded a later date of rank. If necessary, he will be given a lower grade which will cause him to be one day junior in rank to the Regular Army warrant officer who is next senior in the AUS seniority list to the selectee and who has never failed selection nor been deferred.

d. If a selectee for WO1 will be credited with more than 2 year's time in grade, or a selectee for CW2, CW3, or CW4 with more than 5 year's time in grade, the Regular Army Promotion Selection Board will determine eligibility for promotion in time for promotion to be made on the third or sixth anniversary (respectively) of RA appointment. If no regularly constituted board will be able to take this action, the selectee will be advised that he has been selected and that he will be appointed in the next higher grade on the date he would have completed the requisite time in grade had he been appointed in the lower grade.

6-9. **Temporary grade.** Temporary grades for applicants accepting appointments as Regular Army warrant officers under this regulation are determined as follows:

a. An appointee, holding warrant officer status in the AUS and currently serving on active duty in a grade higher than the one he will receive in the Regular Army, will continue to serve on active duty in his AUS warrant officer grade.

b. An appointee, who is on extended active duty as a warrant officer of a Reserve component in a grade higher than the one he will receive in the Regular Army, and who does not hold coexisting warrant officer status in the AUS, will be appointed concurrently in the AUS in the higher officer grade at the time of appointment in the Regular Army.

6-10. **Reserve component status.** a. An appointee, who is currently serving in warrant officer status in a higher grade and who holds an appointment as a warrant officer in a Reserve component, will continue to serve as a warrant officer in the higher temporary AUS grade (para 6-9b). His Reserve warrant officer appointment will be automatically vacated if he accepts an appointment as a warrant officer in the Regular Army.

b. An appointee, who is currently serving in warrant officer status, but who holds an appointment as a commissioned officer in a Reserve component, will continue to serve as a warrant officer in his temporary AUS grade. He must resign his Reserve commission to accept Regular Army appointment.

6-11. **Probationary period.** The Secretary of the Army may terminate the appointment of a permanent warrant officer of the Regular Army at any time within 3 years after the date the officer accepted his original permanent appointment (10 USC. 1165).

6-12. **Post-appointment service requirement.** Except as provided by law and Army regulations, Regular Army warrant officers will be required to serve on active duty at least 3 years after the date of appointment in the Regular Army. Requests for exception to this requirement will be judged on individual merit.

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