

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 3 February 1971

CHANGE

No. 2

PERSONNEL PROCUREMENT
APPOINTMENT OF COMMISSIONED OFFICERS IN
THE REGULAR ARMY

Effective 15 March 1971

This change amends the educational requirement by exempting Medal of Honor and Distinguished Service Cross recipients from the 2-year college credit requirement; updates the listing of branches for which male applicants may apply; requires submission of an evaluation letter in lieu of a special efficiency report in those instances where the officer is a student attending a service school; and updates the table of required documents.

AR 601-100, 3 July 1967, is changed as follows:

So much of paragraphs 4, 5, 6, 10, 13, 14, 20 and 29 as reads "The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315" is changed to read "The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20314".

Page 2, paragraph 4a. In lines 4 and 5, the phrase "if such is not contained in official Department of Army records" is dropped from the end of the second sentence.

Page 3. Paragraphs 4c(4) and (5) are superseded as follows:

(4) Eliminated (or must not be about to be eliminated) from the active list of the Armed Forces of the United States by reason of having twice failed of selection for either temporary or permanent promotion.

(5) Separated by reason of resignation from any of the Armed Forces of the United States subsequent to being notified of his second nonselection for temporary or permanent promotion.

Page 4. Paragraph 4k(1)(a) is superseded as follows:

(a) Sections II, III, V, VII. Except for recipients of the Medal of Honor or Distinguished Service Cross, an Associate of Arts (AA) degree from an accredited college, completion of at least 2 years study at an accredited college or university leading to an academic degree, or favorable determination on the 2-year college equivalency evaluation (see AR 621-5). Section V applicants who have been selected under the degree completion program outlined in DA Circular 351-5 are excused from this requirement. (Medal of Honor and Distinguished Service Cross recipients and those

applicants claiming exemption to the two-year college requirement by reason of participation in the degree completion program will so identify themselves either in the letter application or in the remarks section of the DA Form 61.) Those applicants required to meet the two-year college requirement, who do not have a bachelor's or AA 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 equivalency evaluation will submit a photostat or a true copy of the Department of Army letter which establishes the evaluation.

Page 6. Paragraph 4m(1) is superseded as follows:

(1) Forwarding. Report of Medical Examination (Standard Form 88) and Report of Medical History (Standard Form 89), together with any reports of such additional tests for consultations deemed appropriate by the medical examiner, will be forwarded through The Surgeon General, ATTN: MEDPS-SP, Department of the Army, Washington, DC 20314, to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, DC 20314. Copies of the transmittal document will be forwarded to The Adjutant General, Department of the Army, and to the commander of the major Army command in which the individual is currently serving.

Page 6. Paragraph 5a.1 is superseded as follows:

a.1 Punched card. Each application will be accompanied by an upper left-hand-cut punched card with 80-column interpretation (as produced with an IBM 026 or 029 Printing Card Punch, with the print switch in the ON position) and pre-

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C 2, AR 601-100

pared in the following format by the first command in the chain of command having such machine capability.

(1) Punched card format for AR 601-100, 124, 125 and 126 Programs

Item	Description	Card column
1	Blank.....	1
2	Last name, first name, middle initial or initials—(space between last name and first name and middle initial or initials—use no commas—names prefixed with “Mc”, “De”, “de”, etc., will be spaced when the first letter after the prefix is capitalized, except when preceded by an apostrophe. Examples are— McAffee..... MC AFFEE Mcáffee..... MCAFFEE O'Brien..... OBRIEN Van Heusen..... VAN HEUSEN de la Pole..... DE LA POLE du Bois..... DU BOIS	
	Always code the name suffix (JR, II, etc.) when there are sufficient spaces remaining in the field to include it. If only one character of a two or three character suffix or two characters of a three character suffix could be coded, do not code the suffix.).....	2-31
3	Social Security Account Number. (Punch without dashes).....	32-40
4	Blank.....	41-54
5	AUS grade.....	55-57
6	Blank.....	58-68
7	Source (see 2) for source code.....	69-70
8	Last digit of fiscal year (e.g., 1 July 70-30 June 71 use 1).....	71
9	Blank.....	72-80

(2) Source codes for AR 601-100 Programs will be the applicable procurement program numbers (PPN) as prescribed by AR 601-110.

✓ Page 6. Paragraph 5b is superseded as follows:

b. Branch preferences.

(1) Male applicants may specify, in the order of preference, three or more of the following branches in which they would accept assignment:

- (a) Adjutant General's Corps
- (b) Air Defense Artillery
- (c) Armor
- (d) Chemical Corps
- (e) Corps of Engineers
- (f) Field Artillery
- (g) Finance Corps
- (h) Infantry
- (i) Military Intelligence
- (j) Military Police Corps

- (k) Ordnance Corps
- (l) Quartermaster Corps
- (m) Signal Corps
- (n) Transportation Corps

Male applicants under section II, III, IV, VI, or VIII may also show the Medical Service Corps as one of their preferences. All applicants are encouraged to indicate additional branches in which appointment would be acceptable in the event 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 applicant is serving or in which the major portion of his service was performed, all special qualifications for that branch will be entered in item 32. Applicants under sections IV and VI should select branches having requirements for their field of specialization (see table II). Branches in which appointment would not be accepted should be listed in item 32.

(2) Male applicants who prefer assignment to the Adjutant General's Corps, Chemical Corps, Finance Corps, Ordnance Corps, Quartermaster Corps, or Transportation Corps will enter in item 32 the order of preference for their combat arm detail (Air Defense Artillery, Armor, Field Artillery, or Infantry) required by AR 614-100. Applicants selecting Transportation Corps may show Corps of Engineers for the detail branch. Military Intelligence and Military Police Corps appointees will serve their combat arm detail in Infantry or Armor.

(3) Applicants who list Military Intelligence as a preference will state in item 32 the area in which they want to serve, listing one of the following areas:

- (a) Combat or strategic intelligence
- (b) Areas of counterintelligence
- (c) Army Security Agency

(4) Applicants appointed as second lieutenant and assigned to Air Defense Artillery, Armor, Corps of Engineers, Field Artillery, Infantry, Military Police Corps, or Signal Corps must elect either airborne or ranger training, if not already airborne or ranger qualified.

(5) Female applicants must show Women's Army Corps as the branch of assignment and may show in item 32 a desired branch detail (Adjutant General's Corps, Chemical Corps, Corps of Engineers, Finance Corps, Judge Advocate General's

Corps, Military Intelligence, Military Police Corps, Ordnance Corps, Quartermaster Corps, Signal Corps, or Transportation Corps).

(6) Applications received by The Adjutant General later than one year from date of application will be returned to the appropriate command, along with allied documents outlined in paragraph 4 for updating and resubmission.

✓ Page 7. Paragraph 5f(1)(a) is superseded as follows:

(a) Reserve component officers on active duty (sec V)—through channels to the first commander in the chain of command having general courts-martial jurisdiction. *Exception:* Distinguished graduates of Army Officer Candidate Courses or WAC Officer Basic Courses (sec III)—direct to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, DC 20314. Those commanders receiving applications will insure that all administrative requirements, including completion of National Agency Checks, and actions on waivers under paragraph 4d(2) are met. Commanders having general courts-martial jurisdiction will submit applications and allied papers of eligible applicants and requests for waiver under paragraph 4d(3) direct to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, DC 20314.

✓ Page 7. Paragraph 5g, as amended by Change 1, is further changed to delete the wording "Column 5" from the last sentence.

✓ Page 8. Paragraph 5g(3) is superseded as follows:

(3) Waiver of the 1-year waiting period may be granted by Headquarters, Department of the Army, for cogent reasons, e.g., quality of recent officer efficiency reports; specific written recommendation of immediate commander or a general officer, or receipt of a significant decoration or award. Request for waiver, with justification therefor, will be initiated by applicant and will accompany the reapplication.

✓ Page 8. Paragraph 6e is superseded as follows:

e. The boards will forward applications and allied papers to the appropriate commander as prescribed by paragraph 5f who, in turn, will score all testing instruments and forward the papers indicated in table 1. The processing and forwarding of all cases will be expedited to the greatest extent possible. Objective should be to complete board action within the 2-week period immediately following receipt of application.

✓ Page 12, Paragraph 23a. In line 3 delete the wording "column 5".

✓ Page 12, Paragraph 23b. The following sentence is added at the end of paragraph 23b:

In the event a complete officer efficiency report cannot be prepared because the officer is a student attending a service school, an evaluation letter (fig. 3) will be completed by the individual who would normally prepare an academic report.

✓ Page 12. Paragraph 23e is superseded as follows:

e. Applicant's commanding officer will review the application and allied papers. If a complete Officer Efficiency Report has not been submitted in applicant's current active duty tour, a special complete efficiency report in accordance with paragraph 2-2i, AR 623-105, or an evaluation letter as prescribed in paragraph 23b above, if appropriate, will be submitted with the application file. The report on active duty for training (ADT) officers will be a complete report in accordance with AR 140-143. The application file will be sent to the first commander of the applicant's chain of command exercising general court-martial jurisdiction for processing.

✓ Page 13, paragraph 27. In line 2 delete the wording "column 6".

✓ Page 15. Figure 1, Women's Army Corps Evaluation Letter, is rescinded.

✓ Page 16. Figure 2, Application Letter, is superseded by figure 2 herein.

✓ Page 16. Figure 3 herein is added following figure 2.

✓ Page 17. Table 1 is superseded by table 1 herein.

(Place)

(Date)

SUBJECT: Application for Commission in the Regular Army

THRU: (Military Channels)
TO: The Adjutant General
ATTN: AGPB-OR
Department of the Army
Washington, DC 20314

1. I hereby apply for appointment in the Regular Army under the provisions of Section V, AR 601-100 I desire to be considered for assignment to one of the following branches, in the following order of preference
#1 _____ #2 _____ #3 _____
2. I have performed (more) (less) than five years of active commissioned service in the Army, to date. Inclusive dates of my last regular efficiency report: _____ to _____.
3. My permanent home address is: _____
My military address is: _____
4. (In this paragraph mention all civil and military offenses, with final disposition of case—regardless of whether previously mentioned on any application for appointment.)
5. (In this paragraph mention any information you feel may help to justify your appointment.)

Incl
(As required by table 1)

(Signature)

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

(SSN, Grade, and Branch)

Figure 2. Application Letter.

(Place)

(Date)

SUBJECT: Evaluation of Applicant for Commission in the Regular Army

The Adjutant General
ATTN: AGPB-OR
Department of the Army
Washington, DC 20314

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

(Name, Grade, Branch, and SSN)

an applicant 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
(Printed or typed)

Figure 3. Letter of Evaluation For In-Service, Reserve Component Officers Attending Service School as a Student (see para 23b).

Table 1. Required Documents

These are the documents required to process an appointment in the Regular Army and the number of copies to be sent to TAGO, ATTN: AGPB-OR, DA. 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 and the basis for ordering. Requisition forms through publication supply channels.

Documents (Regulation references cited below are to AR 601-100)	Applicable section of AR 601-100 and number of copies required						
	II	III	IV	V	VI	VII	VIII
1. Application for Appointment (DA Form 61)-----	1	1	1	-----	1	1	1
2. Application for Appointment (Letter—figure 2)*-----	-----	-----	-----	1	-----	-----	-----
3. Photograph (recent, head-and-shoulders type, approximately 4" x 5")-----	1	1	1	1	1	1	1
4. Documentary evidence of birth or statement of citizenship (see para 4a)-----	1	1	1	1	1	1	1
5. Transcript of accumulated college credits-----	1	1	1	1	1	1	1
6. Statement verifying completion of two or more years credit for a baccalaureate (see para 4k) ^b -----	1	1	-----	1	-----	1	-----
7. Copy of DA letter establishing 2-year college equivalency evaluation, if applicable (see para 4k(1)(a))-----	1	1	-----	1	-----	1	-----
8. Report of Medical Examination (SF 88) ^c -----	1	1	1	1	1	1	1
9. Report of Medical History (SF 89) ^c -----	1	1	1	1	1	1	1
10. Officer's Assignment Preference Statement (DA Form 483)-----	1	1	1	-----	1	1	1
11. National Agency Check (statement of initiation)-----	1	1	1	1	1	1	1
12. National Agency Check (statement of favorable completion)-----	1	1	1	1	1	1	1
13. Conscientious objector affidavit ^d -----	1	1	1	1	1	1	1
14. Statement of final class standing-----	-----	1	1	-----	-----	-----	-----
15. Designation as distinguished graduate of OCS-----	-----	1	-----	-----	-----	-----	-----
16. Letters of recommendation (character reference) from three individuals (see para 18a(1) or para 27, as applicable)-----	-----	-----	3	-----	3	-----	-----
17. Letter of recommendation (see para 18a(2))-----	-----	-----	1	-----	-----	-----	-----
18. Officer Qualification Inventory, OQI-1 (Answer Sheet, DA Form 6263) ^e -----	1	-----	-----	-----	-----	-----	1
19. Officer Leadership Qualification Report, OLR-1 (Report Form, DA Form 6233) ^e -----	1	-----	-----	-----	-----	-----	1
20. Officer Leadership Board Interview, OLB-1 (Interview Record, DA Form 6227) ^e -----	3	-----	3	-----	-----	-----	3
21. WAC OCS Evaluation Report (WAC Officer Candidate Applicant Evaluation Report, DA Form 6226) ^f -----	1	-----	-----	-----	-----	-----	1
22. WAC OCS Interview (WAC Officer Candidate Applicant Interview Record, DA Form 6220) ^f -----	3	-----	-----	-----	-----	-----	3
23. WAC OCS Biographical Information Blank (Answer Sheet, DA Form 6215-1) ^f -----	1	-----	-----	-----	-----	-----	1

See footnotes at end of table.

Documents (Regulation references cited below are to AR 601-100)	Applicable section of AR 601-100 and number of copies required						
	II	III	IV	V	VI	VII	VIII
24. Interview Blank, Form 4 (Interview Record, DA Form 6217).....					3		3
and Rating Work Sheet D, DA Form 6217-1) ^e					1		1
25. Biographical Information Blank, Form F (Answer Sheet, DA Form 6211-1) ^e					1		1
26. ROTC Inventory, RI-1 (Answer Sheet, DA Form 6201-1).....			1				
27. Interview Appraisal Sheet S (Appraisal Sheet S, DA Form 6225).....					3		
28. Statement of Personal History (DD Form 398) ^h	4	4	4	4	4	4	4
29. FBI Fingerprint Card (FD Form 258) ^h	2	2	2	2	2	2	2
30. Evaluation letter ¹				1			
31. Punched card (see para 5a.1).....	1	1	1	1	1	1	1
32. Invitation letter ¹				1			
33. DA Form 67-6 (Officer Efficiency Report) ^k				1			

^a See paragraph 23a.

^b To be submitted by applicant not having a baccalaureate and submitting a transcript of college credits.

^c Action to undergo medical examination and/or forward reports of same will not be accomplished prior to official announcement of selection on the Regular Army Selection List (para 4a).

^d See paragraph 4e.

^e EM and male WO only.

^f Enlisted women and female WO only.

^g Male commissioned officers only.

^h Required for applicants for MI only (submitted only where 1st choice is MI). Reserve officers currently serving on active duty in MI are exempt from this requirement. DD Form 396 will carry following statement in remarks section: "I have executed DD Form 98 (Armed Forces Security Questionnaire) without qualification on _____."

ⁱ See paragraphs 23b and 23c.

^j Copy of any letter received from in-service officer's career branch inviting or recommending submission of an application for commission in the Regular Army.

^k Required if officer has had less than 5 years active commissioned service in the Army and has not received a report during the previous 30 days of current tour or has served 5 or more years and a complete report has not been submitted during current active duty tour.

The proponent agency of this regulation is The Adjutant General's Office. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) to The Adjutant General, ATTN: AGPB-O, Department of the Army, Washington, DC 20314.

By Order of the Secretary of the Army:

Official:

KENNETH G. WICKHAM,
*Major General, United States Army,
The Adjutant General.*

W. C. WESTMORELAND,
*General, United States Army,
Chief of Staff.*

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Active Army, ARNG, and USAR: To be distributed in accordance with DA Form 12-9 requirements for AR, Personnel Procurement—A (qty rqr block No. 440).

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 3 June 1969

CHANGE
No. 1

PERSONNEL PROCUREMENT

APPOINTMENT OF COMMISSIONED OFFICERS IN THE REGULAR ARMY

Effective 1 August 1969

This change corrects an inconsistency in instructions for submitting reports of medical examinations and offers several innovations which will expedite the processing of applications for commission in the Regular Army; namely, eliminates field board action for all officers applying under the active duty program; requires submission of a punched card with each application; permits letter application from officers on active duty with less than 5 years' service; and requires submission of evidence of birth or citizenship, college transcript, and 2-year equivalency letter with application rather than rely on same to be of record in the military personnel file.

AR 601-100, 3 July 1967, is changed as follows:

✓ Page 6, paragraph 4m(1). In line 4 delete "in duplicate."

✓ Page 6. Paragraph 5a.1 is added after paragraph 5a.

~~a.1 Punched card. Each application (regardless of whether submitted on DA Form 61 or by letter) will be accompanied by an upper-right-hand-cut punched card with 80-column interpretation (as produced with an IBM 026 or 029 Printing Card Punch, with the print switch in the ON position) and prepared in the following format by the first command in the chain of command having general courts-martial jurisdiction (f below).~~

(1) Punched card format for AR 601-100 Programs.

Item	Description	Card column
1.	Blank	1
2.	Last name, first name, middle initial or initials—if 2d or 3d use II or III (so far as space allows)	2-31
3.	Social Security Account Number. (Punch without dashes)	32-40
4.	Blank	41-53
5.	12-4-8 or 12-2-8 Punch. (If current grade begins with a number use 12-2-8 punch i.e. 2LT; if letter (CPT, MAJ, LTC), use 12-4-8)	54
6.	AUS grade	55-57
7.	Blank	58-68
8.	Source (see (2) below for source code)	69-70
9.	Last digit of fiscal year (i.e. 1 July 68—30 June 69 use 9)	71
10.	Blank	72-80

~~(g) Source codes for AR 601-100 Programs.~~

Code	Section of regulation
E1	Secondary Zone of section V.
E2	Section II.
E3	Section III (except WAC).
E4	Section IV.
E5	Section V (except WAC).
E6	Section VI.
E7	Section VII.
E8	Section VIII.
I	Sections III and V (WAC only) (punch in column 69).

✓ Page 7. Paragraph 5f(1)(a) is superseded as follows:

~~(a) Reserve component officers on active duty (see V)—through channels to the first commander in the chain of command having general courts-martial jurisdiction. This commander will insure that all administrative requirements, including completion of National Agency Checks, and actions on waivers under paragraph 4d(2) are met. He will submit applications and allied papers of eligible applicants and requests for waiver under paragraph 4d(3) direct to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, DC 20315.~~

✓ Page 7. Paragraph 5g is superseded as follows:

g. Reapplication. Commissioned officers on active duty, who have previously applied for a Regular Army appointment under section V but were not selected, may reapply by letter in the format prescribed in figure 2. If an officer has served less than 5 years on active duty in the Army in a commissioned status, a special efficiency re-

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port as required by paragraph 23b will be furnished along with documents listed in ~~column 5~~, table 1.

(1) Applications will not be honored from any individual who is currently under consideration under any other Regular Army procurement program.

(2) An applicant who has failed of selection under the provisions of this regulation may reapply not earlier than 1 year after the date of the nonselection notice, provided all eligibility requirements are met at time of latest application. The required waiting period will permit the non-selected applicant for Regular Army an interval of time during which he can improve his potential value to the Regular Army by improving his manner of performance of duty, by securing a college degree, etc.

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~~(3) Waivers of the 1 year waiting period may be effected by Headquarters, Department of the Army for cogent reasons. Request for waiver with reasons therefor will accompany the application file.~~

✓ Page 12. Paragraph 21b is rescinded.

✓ Page 12. Paragraph 21c is superseded as follows:

c. Reserve component officers serving on active duty or active duty for training in a commissioned status.

~~ERROR~~

~~Page 12. Paragraph 25a is superseded as follows:~~

~~a. An officer will apply by letter through channels in the format prescribed in figure 2. Documents listed in ~~column 5~~, table I, will be submitted with the letter application. Appearance before an evaluation board is not required. Applicants are subject to medical qualification and security clearance.~~

Page 12. Paragraph 23b is superseded as follows:

b. In the event an officer has had less than 5 years' active commissioned service in the Army and has received no report during the previous 30 days of his current tour of active duty a complete Officer Efficiency Report (DA Form 67-6), pre-

pared in accordance with paragraph 2-2i, AR 623-105, will be submitted with the application file unless report is required under e below. *Added - C2*

✓ Page 12, paragraph 23e. In lines 5 and 6 paragraph 10i is changed to read paragraph 2-2i. The "Exception:" lines 13 through 16, is deleted.

✓ Page 12. Paragraph 24 is superseded as follows:
24. Action by Commanders exercising general courts-martial jurisdiction. Application files will be forwarded to Department of Army within 5 working days of receipt. Applications of officers subject to early release from active duty or who are at or near the maximum age will be given priority.

Page 17, table I. The following changes are made:

The footnote proviso, "a. If not of record in DA Personnel Record" as it applies to items 3, 4, and 5 of section V, column 5 (Documentary evidence of birth or statement of citizenship, transcript of accumulated college credits, and copy of DA letter establishing 2-yr college equivalency) is rescinded; under items 6 and 7 (Report of Medical Examination (SF 88) and Report of Medical History (SF 89)) add footnote reference "h" to all columns for all sections; add footnote, "h. Action to undergo medical examination and/or forward reports of same will not be accomplished prior to official announcement of selection on the Regular Army Selection List (para 4m)"; move copy requirements along with footnote reference "g" for Items 26, 27, and 28 (Statement of Personal History (DD Form 398), FBI Fingerprint Card (FD Form 258) and Women's Army Corps Evaluation Letter (fig. 1)) from column 4 to column 5; delete entire column 4; add Item, "29. DA Form 67-6 (Officer Efficiency Report)" and enter requirement for one copy under section V in column 5 with footnote reference "i"; add footnote, "i. See paragraph 23b and e"; add Item, "30. Punched Card," entering requirement for one copy under all sections along with footnote reference "j"; add footnote, "j. See paragraph 5a.1."

The proponent agency of this regulation is The Adjutant General's Office. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) to The Adjutant General, ATTN: AGPB-O, Department of the Army, Washington, DC 20315.

By Order of the Secretary of the Army:

W. C. WESTMORELAND,
*General, United States Army,
Chief of Staff.*

Official:

KENNETH G. WICKHAM,
*Major General, United States Army,
The Adjutant General.*

Distribution:

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*AR 601-100

ARMY REGULATION
No. 601-100

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HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 3 July 1967

PERSONNEL PROCUREMENT

APPOINTMENT OF COMMISSIONED OFFICERS IN THE REGULAR ARMY

SECTION I. GENERAL	Paragraph
Purpose.....	1
Sources of personnel.....	2
Statutory authority.....	3
Eligibility requirements.....	4
Application.....	5
Evaluation boards.....	6
Tender of appointment.....	7
Probationary period.....	8
Service requirements.....	9
Status reports and station change.....	10
II. ENLISTED PERSONNEL AND WARRANT OFFICERS	
General.....	11
Responsibility of and action by commanding officers.....	12
Action by major commanders.....	13
III. DISTINGUISHED GRADUATES OF ARMY OFFICER CANDI- DATE COURSE OR WAC OFFICER BASIC COURSE	
Action by school commandant.....	14
Application.....	15
IV. DIRECT APPOINTMENT OF COLLEGE GRADUATES	
General.....	16
Eligibility.....	17
Application.....	18
Action by professors of military science.....	19
Action by major commanders.....	20
V. ARMY OFFICERS ON ACTIVE DUTY	
General.....	21
Selectees for promotion from secondary zones.....	22
Application.....	23
Action by commanders exercising general courts-martial jurisdiction.....	24
VI. TECHNICAL SPECIALISTS	
General.....	25
Action by major commanders.....	26
Application.....	27
VII. FORMER REGULAR ARMY OFFICERS AND RESERVE COM- PONENT COMMISSIONED OFFICERS NOT ON ACTIVE DUTY	
General.....	28
Application.....	29
VIII. NONOBLIGATED PERSONNEL	
General.....	30
Application.....	31
Action by major Army commanders.....	32
Special training.....	33
IX. SELECTION AND APPOINTMENT CRITERIA	
Application for appointment in Regular Army.....	34
Service credit and grade determination.....	35

*This regulation supersedes AR 601-100, 31 July 1961, including C 4, 18 September 1963; C 5, 12 October 1964; C 6, 29 April 1966; C 7, 29 July 1966; and DA message 812667, 1 May 1967.

TAGO 8A—July 300-465*—87

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Section I. GENERAL

1. Purpose. This regulation sets forth the statutory authority, general policy, eligibility requirements, special criteria, administrative procedures, and method of submission of applications for appointment in the Regular Army except as set forth in paragraph 2a, i, j, k, and l. The Regular Army will be brought to and maintained at its authorized strength through a procurement program designed to produce the proper number and types of officers of high military merit through the full utilization of all sources of potential officer material. The United States Military Academy continues to be a primary source of officers, but it alone will not provide the full number required annually. Additional appointments will be made each year from the other sources indicated in paragraph 2.

2. Sources of personnel. Commissioned officers for the Regular Army will be obtained from the following sources:

a. Graduates of the United States 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 provided for under title 10, United States Code, section 541.

b. Enlisted personnel and warrant officers (sec. II).

c. Distinguished graduates of Army officer candidate courses or WAC officer basic course (sec. III).

d. College students and graduates (other than those participating in ROTC) pursuing degrees (sec. IV).

e. Officers on active duty (sec. V).

f. Technical specialists (sec. VI).

g. Former Regular Army officers and Reserve Component commissioned officers not on active duty (sec. VII).

h. Nonobligated personnel (sec. VIII).

i. Individuals qualified for appointment in various corps of the Army Medical Service. See paragraph 5b(1), and AR 601-124.

j. Individuals qualified for appointment in the Judge Advocate General's Corps. See AR 601-125.

k. Individuals qualified for appointment as Chaplains. See AR 601-126.

l. Distinguished military graduates, senior division, Reserve Officers' Training Corps. See AR 601-107.

m. Graduates of the Scholarship Program, Reserve Officers' Training Corps. See title 10, United States Code, section 2107.

3. Statutory authority. Statutory authority for the appointment of officers in the Regular Army under this regulation is title 10, United States Code, sections 3283, 3284, 3285, 3286, 3287, 3288, and, for women, section 3311.

4. Eligibility requirements. The general eligibility requirements listed below, all of which must be met, will govern all appointments in the Regular Army.

a. *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, ~~if such is not contained in official Department of the Army records.~~ 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 (1) or (2) below, as appropriate. Facsimiles or copies, photographic or otherwise, will not be made of certificates of naturalization or certificates of citizenship as the reproducing of these certificates or any parts thereof constitutes a felony (see subsection 1426(h), title 18, United States Code).

(1) 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 _____ was admitted to United

(Full name)

States citizenship by court of _____

(County)

_____ on _____

(State)

(Date)

(2) 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)

b. Character. Applicant must be of good moral character.

c. Prior military service. Applicant must not have been—

- (1) Separated from the service by reason of resignation in lieu of elimination for the good of the service.
- (2) Dropped from the rolls of any of the Armed Forces.
- (3) Removed from office under the criminal laws of the United States.
- (4) ~~Eliminated from the active list of the Army by reason of having twice failed of selection for permanent promotion, or~~
- (5) ~~Resigned from the Regular Army subsequent to being notified of his second nonselection for permanent promotion.~~
- (6) Separated from any of the Armed Forces of the United States with other than an honorable discharge.

d. 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, excluding minor traffic violations involving a fine or forfeiture of \$50 or less and excluding action taken under Article of War 104 or Article 15, Uniform Code of Military Justice. 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 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:

- (1) Commanders at each echelon will make a specific recommendation as to granting or denying the waiver.
- (2) Major commanders (including commanders exercising general courts-martial jurisdiction) may grant a waiver for offenses under military or civil codes, provided—
 - (a) The offense was not a felony.
 - (b) The offense did not involve moral turpitude.

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

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

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

(3) Requests for waiver for conviction of the following offenses will be sent with the application file through channels to The Adjutant General, ATTN: AGPB-OR. ²²

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

(b) One which resulted in sentence to confinement in prison, stockade, or detention area, or in sentence to hard labor.

(c) One involving moral turpitude.

e. Willingness to give unqualified military service to the United States. Applicant must not be a conscientious objector. If an applicant has been a conscientious objector, he will be required to furnish an affidavit which will express his abandonment of such beliefs and principles so far as they pertain to his unwillingness to bear arms and to give full and unqualified military service to the United States. Where appropriate, he must have demonstrated that he has changed his views by subsequent satisfactory military service. (So much of this paragraph as pertains to the bearing of arms is applicable only to individuals applying for appointment in the Veterinary Corps, the Judge Advocate General's Corps, and basic branches outlined in paragraph 5b(1) (a) through (m).)

f. 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 Government of the United States by unconstitutional means.

g. Service potential prior to retirement eligibility. As of the date of the application, applicant must have a service potential of at least 1 year prior to retirement eligibility. Officers selected for retention on active duty beyond 20 years may apply, and will state their status in the letter of application (para 23a).

h. Active duty status. Applicant must be on active duty at time of application and screening if

applying under sections II, III, or V. Applicants may be tendered an appointment subsequent to honorable release from active duty. Commissioned officers and warrant officers who are under consideration for a Regular Army commission and who are awaiting determination of final outcome of application may be considered for retention on active duty or active duty for training pending outcome of final action, under the following provisions:

- (1) *Other than officers on ACDUTRA.* Other than officers on ACDUTRA, see paragraph 6b(9), AR 135-215.
- (2) *ACDUTRA officers.* Subject to the availability of funds, officers on active duty for training may have their training period extended upon request of the major commander concerned for disposition instructions on the individual. This request will be forwarded to The Adjutant General, ^{See} ~~ATTN:~~ AGPB-OR, Department of the Army, Washington, D.C. 20315, and will include a statement by the major commander that the individual does or does not appear to be fully qualified for appointment under the provisions of this regulation.

i. Grade. If currently on active duty in the Army as a commissioned officer, applicant 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 who is not on active duty, must have held on active duty a 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 in accordance with paragraph 35, as follows:

- (1) 2LT—with less than 3 years credit.
- (2) 1LT—with over 3 but less than 7 years credit.
- (3) CPT—with over 7 but less than 14 years.
- (4) MAJ—with over 14 but less than 21 years credit.
- (5) LTC—with over 21 but less than 25 years credit.
- (6) COL—with over 25 years credit.

Eligibility in this respect will be determined at Headquarters, Department of the Army; therefore applications of individuals otherwise qualified

under these regulations will continue to be forwarded.

j. Age.

- (1) Except as indicated in (2) below, applicants for appointment under this regulation must have reached their 21st birthday but not their 27th birthday on date of appointment. This age maximum is statutory and may not be waived. However, the age maximum 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 subsequent to 6 December 1941 and/or—
 - (b) A period (not to exceed 2 years) equal to the days, months, and years by which age exceeds 27 years.
- (2) Applicants for appointment in the Medical Service Corps must be eligible according to the age requirements set forth in AR 601-124.
- (3) Applications will not be accepted from persons who will become ineligible because of over age within 4 months of the date the completed application file would be sent to Headquarters, Department of the Army. Army Intelligence and Security applicants under sections IV, VI, VII, and VIII will be informed that processing of their applications may require up to 12 months during which time they must retain age eligibility.
- (4) In the case of female applicants, no individual will be appointed who has a dependent or dependents under 18 years of age or a child or children under 18 years of age. A female who has any legal or other responsibilities for the custody, control, care, maintenance, or support of any child or children under 18 years of age is ineligible for consideration.

k. Education.

- (1) Educational requirements by program are as follows:

~~(a) Sections II, III, V, and VII. Completion of at least 2 years study at an accredited college or university or favorable determination on the 2-year college equivalency evaluation (see~~

~~AR 621-5). Applicants who do not have a bachelor's degree will submit with the transcript of credits a statement from a responsible official of the issuing institution verifying that the applicant has 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 establishes the evaluation.~~

- (b) *Sections IV and VIII.* A bachelor's degree on the date of appointment.
- (c) *Section VI.* A master or doctoral degree, or a baccalaureate with practical experience.

(2) Degrees and college credits must have been acquired through attendance at -

- (a) An accredited college or university listed in Part 3, Education Directory, Higher Education, U.S. Department of Health, Education, and Welfare, Office of Education, or
- (b) A foreign school acceptable to Headquarters, Department of the Army.

l. Security requirements.

- (1) Each application forwarded to The Adjutant General will contain a statement within 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

----- was completed on -----
 (Name) (SN) (Date)
 by -----
 (Agency)

If National Agency Check is being initiated or has been initiated but not completed, statement will be as follows:

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

- (2) The major commander or, where applicable, the commander exercising general courts-martial jurisdiction in the appli-

cant's chain of command, will take appropriate action in accordance with AR 381-130 to initiate National Agency Check, when required, and upon completion will forward a statement of completion of National Agency Check to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315. This statement will be in the same format as that prescribed in (1) above, and is in addition to statement of initiation. It will be unclassified whenever possible. Responsibility for expediting National Agency Check rests with the commanders concerned. A pending National Agency Check will not be cause for delay in processing an application.

- (3) If at time of the initiation of application, a previous favorable National Agency Check or Background Investigation has been completed another National Agency Check will not be initiated provided that--

- (a) Investigation meets the scope set forth in AR 381-130.
- (b) Applicant is currently on active duty with the military establishment or has had no break in service in excess of 12 consecutive months.

m. Medical requirements. Applicant must meet the standards of medical fitness prescribed in chapter 2, AR 40-501. When applicant's selection for appointment is announced to the major commander on the Regular Army Selection List (sec. II, AR 601-105), he or she will immediately be required to undergo a medical examination of the scope prescribed by chapter 10 and appendix IX, AR 40-501, unless such examination has been accomplished within the 6-month period immediately preceding announcement of selection in which case copies of these prior medical reports will be utilized. Except in cases involving Distinguished Military Students of the ROTC and ROTC scholarship recipients, the medical examination will be accomplished at an Armed Forces medical facility equipped to perform the required examination procedures. Travel and other expenses incident to securing medical examinations of in-

dividuals not on active duty are not chargeable to the Government.

~~(1) Forwarding Report of Medical Examination (Standard Form 88) and Report of Medical History (Standard Form 89), in duplicate, together with any reports of such additional tests or consultations deemed appropriate by the medical examiner will be forwarded to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315, through The Surgeon General, ATTN: MEDPS-SP, Department of the Army, Washington, D.C. 20315, with a copy of the transmittal document forwarded to The Adjutant General.~~

(2) ROTC applicants. Medical examination reports (Standard Forms 88 and 89, etc.) of ROTC scholarship recipients and ROTC Distinguished Military Students who have been determined by the major commanders concerned to be medically qualified for USAR appointments will be sent direct to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315.

5. Application. a. Form. DA Form 61 (Application for Appointment) will be used, except as provided in paragraph 23a. 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 The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315.

~~b. Branch preferences.~~

(1) Male applicants may specify, in the order of preference, three or more of the following branches in which they would accept assignment:

- (a) Adjutant General's Corps.
- (b) Armor.
- (c) Army Intelligence and Security.
- (d) Artillery.
- (e) Chemical Corps.
- (f) Corps of Engineers.
- (g) Finance Corps.
- (h) Infantry.
- ~~(i) Military Police Corps.~~

- ~~(j) Ordnance Corps.~~
- ~~(k) Quartermaster Corps.~~
- ~~(l) Signal Corps.~~
- ~~(m) Transportation Corps.~~

Male applicants under section II, III, IV, VI, or VIII may also show the Medical Service Corps as one of their preferences. All applicants are encouraged to indicate additional branches in which appointment would be acceptable in the event 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 applicant is serving or in which the major portion of his service was performed, all special qualifications for that branch will be entered in item 32. Applicants under sections IV and VI should select branches having requirements for their field of specialization (see table II). Branches in which appointment would not be accepted should be listed in item 32.

- (2) Male applicants who prefer assignment to the Adjutant General's Corps, Army Intelligence and Security, Chemical Corps, Finance Corps, Ordnance Corps, Quartermaster Corps, or Transportation Corps will enter in item 32 the order of preference for their combat arm detail (Armor, Artillery, Infantry) required by AR 614-100. Applicants selecting Transportation Corps may show Corps of Engineers for the detail branch. Applicants selecting Army Intelligence and Security may show Corps of Engineers or Signal Corps for the detail branch. Military Police Corps appointees will serve their combat arm detail in Infantry or Armor.
- (3) Applicants who list Army Intelligence and Security as a preference will state in item 32 the area in which they want to serve, that is, Army Intelligence (combat and strategic intelligence), U.S. Army Intelligence Corps, or U.S. Army Security Agency.
- (4) Applicants appointed as second lieutenant and assigned to Armor, Artillery, ~~Corps of Engineers, Infantry, Military~~

~~Police Corps, or Signal Corps, must elect either airborne or ranger training as required by AR 621-109, if not already airborne or ranger qualified.~~

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- (5) Female applicants must show Women's Army Corps as the branch of assignment and may show in item 82 a desired branch detail (Adjutant General's Corps, Army Intelligence and Security, Chemical Corps, Corps of Engineers, Finance Corps, Judge Advocate General's Corps, Military Police Corps, Ordnance Corps, Quartermaster Corps, Signal Corps, or ~~Transportation Corps~~).

c. *Procurement program.* The section of this regulation under which the application is submitted must be specified on the application form.

d. *Additional documents.* Additional documents to be submitted with the application are listed in table I.

e. *When submitted.* Application may be submitted when eligibility requirements are met, except that under section IV students may apply any time during their final academic year at the college or university from which they will take their degree but no later than the date of graduation.

f. *Forwarding.*

- (1) Forward applications as follows:

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~~(a) Reserve component officers on active duty (sec. V), except those assigned to ARADCOM units—through channels to the first commander in the chain of command having general court-martial jurisdiction. This commander will insure that all administrative requirements, including establishment of evaluation boards, scoring of testing instruments, completion of National Agency Checks, and action on waivers under paragraph 4d(2), are met. He will submit applications and allied papers of eligible applicants, and requests for waiver under paragraph 4d(3), direct to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315.~~

- (b) Warrant officers and enlisted personnel on active duty and officers assigned to ARADCOM units—through channels to the major Army commander

having jurisdiction over the geographic area in which the applicant is located.

- (c) Members of the Army National Guard not on active duty—through National Guard channels to the State adjutant general, who will send it, with recommendation to the major Army commander.

- (d) Members of the Army Reserve not on active duty—through the unit commander.

- (e) Civilians—to the nearest major Army commander, or to the nearest Army activity with a request that it be sent to the appropriate major Army commander for processing. Students in schools having ROTC units will submit their application to the professor of military science.

- (2) 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.

- (3) Major commanders, commanders having general court-martial jurisdiction or when applicable, professors of military science, 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 with reasons therefor.

- (4) No command or headquarters, except that conducting the evaluation board (para 6) will hold an application beyond 5 working days.

~~g. *Reapplication.* Commissioned officers on active duty, who have previously applied for a Regular Army appointment under section V, but were not selected, may reapply by letter in the format prescribed in figure 2. If officer has served on active duty in the Army in a commissioned status for 5 or more years, documents listed in column 5, table I, will be submitted with the letter application. For those officers who have served less than 5 years on active duty in the Army in a commissioned status, appearance before an evaluation board is required and documents listed in column~~

~~4, table I (less DA Form 61 and photograph) will be submitted with the letter application.~~

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- (1) Applications will not be honored from any individual who is currently under consideration under any other Regular Army procurement program.
 - (2) An applicant who has failed of selection under the provisions of this regulation may reapply not earlier than 1 year after the date of nonselection notice, provided all eligibility requirements are met at time of latest application. The required waiting period will permit the non-selected applicant for Regular Army an interval of time during which he can improve his potential value to the Regular Army by improving his manner of performance of duty; by securing a college degree, etc.
 - (3) Waivers of the 1-year waiting period may be effected by Headquarters, Department of the Army, for cogent reasons. Request for waiver with reasons therefor ~~will accompany the application file.~~

h. Social Security Account Number. Applicant will indicate his or her Social Security Account Number (SSAN) under Item 3 of DA Form 61 (Application for Appointment). When application is by letter (fig. 2), the SSAN will be entered beneath the typed or printed name following the signature. This number will be assigned for identification of the individual, therefore, correctness is of primary importance.

6. Evaluation boards. The provisions of AR 15-6 do not apply to boards of officers appointed in accordance with this regulation.

a. For the purpose of evaluating individuals applying under the provisions of this regulation, major Army commanders or, where appropriate, commanders exercising general courts-martial jurisdiction will appoint or direct the appointment of the minimum number of boards necessary to accommodate all applicants within or near the geographical area. Each evaluation board will consist of at least three Regular Army officers of field grade. All members of the evaluation board must be senior in grade to applicant or his potential grade in the Regular Army. One member of the board will be a member of the branch in which the applicant desires assignment. In the case of

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

b. Duties of the evaluation board will be as prescribed by the appointing authority. The board will, where possible, determine the professional and technical qualifications of each applicant. It is further responsible for supervising the administering 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. When necessary in determining applicant's qualification, major commanders will supplement the boards by utilization of professional scientists and engineers who are members of the Army Reserve research and development groups. The advantages of a career as a commissioned officer in the Regular Army will be fully explained to prospective applicants and they will be encouraged to apply for appointment. They will also be informed of the competitive nature of the program under which they are applying and the fact that application does not bind them to accept any appointment tendered.

c. In no case will the board be given access to or be allowed to examine the application or allied papers of the individual before completing the interview form prescribed for the specific procurement program.

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

~~*e.* The boards will forward applications and allied papers to the appropriate commander as prescribed by paragraph 5f who, in turn, will score all testing instruments and forward the papers indicated in table I, and in the case of WAC applicants, the evaluation letter of the pattern prescribed in figure 1, to The Adjutant General,~~

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~~ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315, with appropriate recommendation. The processing and forwarding of all cases will be expedited to the greatest extent possible. Objective should be to complete board action within the 2-week period immediately following receipt of application.~~

f. Files of applicants for whom jurisdiction is transferred prior to appearance before the board of officers will be referred expeditiously by the losing major commander to the gaining major commander. Letter of transmittal will contain a summary of processing actions completed and any instructions from The Adjutant General, Headquarters, Department of the Army, as to further processing of applicant. A copy of the transmittal letter will be forwarded to The Adjutant General, *Seri. C2* ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315.

7. **Tender of appointment.** The nomination date is that date upon which the President of the United States nominates the applicant for appointment in the Regular Army. The appointment date is the date of acceptance as evidenced by signed oath of office. Delay between nomination date and appointment date will advance the date of rank for those officers not on active duty. Accordingly, 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.

8. **Probationary period.** A Regular commissioned officer having less than 3 years of continuous service as a commissioned officer therein may be discharged under the provisions of title 10, U.S.C., section 3814. Probationary period begins with acceptance of the appointment.

9. **Service requirements.** The service obligation for a Regular Army officer is as prescribed below,

unless officer is sooner relieved under such regulations as the Secretary of the Army may prescribe.

a. Complete at least 3 years of active service after the date of acceptance of the Regular Army appointment, except for graduates of the Scholarship Program, Reserve Officers' Training Corps, who have an active duty service obligation of 4 years, and graduates of the United States Military, Naval, or Air Force Academies, beginning with the class of 1968, who have an active duty service obligation of 5 years, and

b. (Male officers) A total of 6 years of active and inactive military service in any capacity (exclusive of time spent as a cadet at the U.S. Military, Naval, and Air Force Academies, as a student under the "ASTP", "V-12", or similar programs); or, having less than 6 years of such service, he agrees to accept an indefinite appointment in the U.S. Army Reserve and complete at least 6 years' total service.

c. Any applicable additional service specified in AR 635-120.

10. **Status reports and station change.** Headquarters, Department of the Army, will not furnish status reports on applications of individuals being considered for appointment under this regulation. All applicants will be notified through their respective major commanders at the appropriate time. Since the appointive process may take 4 months or longer, request for information merely delays the overall operation. Pending final action by Headquarters, Department of the Army, any change in status or station of any applicant will be reported by the appropriate major commander to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315. *Seri. C2*

Section II. ENLISTED PERSONNEL AND WARRANT OFFICERS

11. **General.** Commanders are authorized to recommend outstanding enlisted men, enlisted women, and warrant officers of the Army for direct appointment as second lieutenants, Regular Army. Individuals so recommended must meet the eligibility requirements prescribed in section I, and, in addition, must—

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

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

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

12. Responsibility of and action by commanding officers. Commanding officers are responsible for personally encouraging outstanding eligible enlisted men and women and warrant officers to apply for a Regular Army appointment. Their indorsement to the application should include comments concerning the applicant's character, soldierly qualities, performance of duty, and why he is considered to be outstanding.

13. Action by major commanders. Upon receipt of the application, the major commander will review the application for administrative correctness, initiate action required by paragraph 4f, and refer the case to a board established in ac-

cordance with paragraph 6. This board will be responsible for furnishing the forms indicated in table I. Upon completion of actions by the board, the completed application file will be returned to the major commander for further review of application and related papers. The major commander will have scores computed for each applicant's qualification report (OLR-1), qualification inventory (OLI-1), and board interview (OLB-1), and will forward all papers, in each case, to The Adjutant General, ATTN: AGPB-~~SR~~ OR, Department of the Army, Washington, D.C. 20315, with his recommendation. Composite scores will not be computed at major command level.

Section III. DISTINGUISHED GRADUATES OF ARMY OFFICER CANDIDATE COURSE OR WAC OFFICER BASIC COURSE

14. Action by school commandant. *a.* The school commandant, under such procedures as may be established, will determine for each class of the Army officer candidate course or WAC officer basic course, those who have distinguished themselves by demonstrating outstanding qualities of leadership for the military service. Individuals must be within the upper tenth in final class standing and possess personal attributes which are considered requisite to a successful career as a Regular Army officer. Upon graduation, the school commandant will designate such individuals distinguished graduates of Army officer candidate course or WAC officer basic course. The school commandant will, by letter, inform each individual concerned of this designation as well as its implications. Letter will bear the student's United States Army Reserve officer service number, Social Security Account Number, date of birth, educational level, class standing, and the number graduated. One copy of each such letter will be forwarded to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315; one copy will be forwarded to The Adjutant General, ATTN: AGPF, Department of the Army, Washington, D.C. 20310, for inclusion in his or her official officer personnel file, and one copy will

be immediately forwarded to the Chief of Personnel Operations, ATTN: (Appropriate Career Branch), Department of the Army Washington, D.C. 20315.

b. A senior field grade Regular Army officer designated by the commandant will interview distinguished graduates individually and encourage them to apply for appointment. He will—

- (1) Emphasize the need for competent young officers in the Regular Army.
- (2) Inform them that application under this program must be submitted within 2 years after graduation. After that period, application may be submitted under other provisions of this regulation.
- (3) Advise those who are not educationally qualified (para 4k) to consult with the Educational Adviser at the Army Education Center as to available programs.
- (4) Inform them that selection for appointment is not automatic, but is the result of deliberation by a board of officers at Headquarters, Department of Army level.

15. Application. Application will be submitted as prescribed in paragraph 5 and accompanied by the forms indicated in table I.

Section IV. DIRECT APPOINTMENT OF COLLEGE GRADUATES

16. General. *a.* This section prescribes the Department of the Army procurement program for the direct appointment in the Regular Army of

male graduates from accredited colleges and universities not having Army ROTC units (except as provided herein) and the policies and proce-

dures relative thereto. It should be noted that this program is highly competitive.

b. Each individual appointed in the Regular Army under the provisions of this program will attend a special course for training in basic military fundamentals at one of the combat arms schools. After completion of this training the individual will attend the basic course of the branch in which appointed or detailed.

17. Eligibility. In addition to the eligibility requirements prescribed in Section I, students to be eligible for appointment must be—

a. Graduates of colleges and universities which do not participate in the Reserve Officers' Training Corps Program, or

b. Graduates of colleges and universities maintaining ROTC units, who could not participate in the ROTC program because of valid reasons (heavy academic schedules, active in campus activities, etc.). These individuals will be considered only if recommended by the professor of military science and the dean of the academic board as scholastically outstanding.

18. Application. a. *DA Form 61 and accompanying papers.* DA Form 61 will be completed in accordance with paragraph 5, to include the following:

- (1) Letters based on personal acquaintanceships from not less than three disinterested individuals relative to the applicant's character, reputation, and community standing.
- (2) Signed copy of letter of recommendation by the professor of military science and the dean of the academic board, if individual is applying under paragraph 17b.

b. *Forwarding* Notwithstanding the provisions of paragraph 5f, all applications from students in schools maintaining ROTC units will be forwarded direct to the professor of military science for further processing.

19. Action by professors of military science.

Immediately following the registration of students entering their senior year of college, the professor of military science will examine the records and class standing of those individuals he deems best qualified for Regular Army appointment and, with the concurrence of the dean of the academic board, will advise each selected student of his opportunity to apply for such appointment. In those instances where an applicant is pursuing a degree higher than a baccalaureate degree at a university or college maintaining Reserve Officers' Training Corps units and who previously graduated with a baccalaureate degree from another college or university maintaining ROTC units, the professor of military science of his immediate school will obtain a letter of recommendation from his former school and will consider this letter in evaluating applicant for Regular Army appointment. Professors of military science will review each application for correctness and completion of all forms and will, in turn, forward the completed application file to the appropriate commander of major command.

20. Action by major commanders. a. Major commanders will establish contact with potential applicants of colleges and universities within the geographical area of the major command which do not participate in ROTC programs and maintain liaison with professors of military science of those colleges and universities participating in ROTC program. As soon as possible after receipt of application, each applicant will be invited by the major commander to appear before a board of officers for processing as indicated in paragraph 6.

b. Extreme care will be exercised in scheduling applicants for appearance before the board in view of academic schedules that must be maintained.

c. The completed files will be forwarded direct to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315, at the earliest practicable date.

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Section V. ARMY OFFICERS ON ACTIVE DUTY

21. General. This section prescribes the program and procedures whereby male and female Reserve Component commissioned officers serving on active duty or active duty for training may

apply for a Regular Army commission. This program provides for the selection of the best qualified and most outstanding officers who have demonstrated their capabilities in an active

capacity. This program is highly competitive. Selections will be made from the following categories:

a. Officers selected for promotion from secondary zones, provided they are otherwise eligible, who will be tendered an appointment without applying.

~~b. Officers who have served on active duty in the Army in a commissioned status for 5 or more years, who may apply under modified procedures.~~

~~c. Other Reserve Component officers on active duty or active duty for training.~~

22. Selectees for promotion from secondary zones. Officers selected for promotion from secondary zones will be tendered an appointment, 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 requirement will be tendered appointments provided the appropriate career branch concurs. Eligible officers will be informed by Department of the Army letter, through channels, of their selection for appointment, subject to medical qualification, field personnel record and security clearances, and satisfactory current performance. Officer must accept the offer of appointment within 30 days of receipt of the letter to be eligible under this provision.

23. Application. ~~a. Officers who have served on active duty in the Army in a commissioned status for 5 or more years may apply by letter through channels in the format prescribed in figure 2. Documents listed in column 5, table I, will be submitted with the letter application. Appearance before an evaluation board is not required. Appointments are subject to medical qualification and security clearance.~~

~~b. Officers who have less than 5 years active duty commissioned service in the Army will submit the application documents listed in column 4, table I.~~

c. Officers serving an initial tour of active duty may not apply until they have completed 8 months of active duty. Officers serving an initial tour of active duty for training may not apply until they have completed at least 60 days of duty with an Army unit.

d. Officers on an obligated tour are eligible under the provisions of AR 135-215 to extend their tour of duty, if necessary, for the purpose of processing Regular Army applications.

~~e. Applicant's commanding officer will review the application and allied papers. If a complete Officer Efficiency Report has not been submitted in applicant's current active duty tour, a special complete efficiency report in accordance with paragraph 10, AR 623-105, will be submitted with the application file. The report on active duty for training officers (ACDUTRA) will be a complete report in accordance with AR 140-143. The application file will be sent to the first commander of the applicant's chain of command exercising general court-martial jurisdiction for processing. Exception: Applications of officers assigned to ARADCOM units will be forwarded through command channels to the major Army commander.~~

~~24. Action by commanders exercising general courts-martial jurisdiction.~~ Application files will be sent to the Department of the Army within 10 workdays after receipt from the evaluation board. Applications of officers subject to early release from active duty or who may become ineligible because of over age will be given priority.

Section VI. TECHNICAL SPECIALISTS

25. 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 II, and who are eligible in accordance with section I, may apply for appointment in the Regular Army. Responsibility for the discovery of individuals possessing a high degree of technical knowledge

essential to the national defense is vested in the major commanders.

b. Each male officer appointed in the Regular Army under this program, if he has not completed appropriate Army training, will attend the basic course at the Infantry School and the basic course of the branch to which assigned.

26. Action by major commanders. Major com-

manders will maintain effective liaison with colleges, universities, and technical societies in their area to procure highly qualified applicants from these sources.

27. **Application.** Required documents are listed

in ~~column 6~~, table I. Three letters of recommendation from persons not related to applicant who have personal knowledge of his character, reputation, and community standing, will be submitted with the application. C2

Section VII. FORMER REGULAR ARMY OFFICERS AND RESERVE COMPONENT COMMISSIONED OFFICERS NOT ON ACTIVE DUTY

28. **General.** *a.* This section is applicable only to the following categories of personnel:

- (1) Former Regular Army officers, not on active duty, who were appointed and commissioned as officers in the Regular Army of the United States and who subsequently relinquished such commissions under honorable conditions.
- (2) Reserve Component officers in civil life who have been commissioned as officers in one of the Reserve Components of the Army; have served as commissioned officers on active duty or active duty for training in the Army; and are currently

holding commissions in the Army NGUS or Army Reserve.

b. This program provides a means whereby those individuals possessing outstanding qualifications, as indicated by official records, may be considered for Regular Army appointment.

29. **Application.** Application and allied papers will be submitted direct to the appropriate major commander who will review each application for correctness of action. Application files of those individuals fully qualified will then be forwarded to The Adjutant General, ATTN: AGPB-OR, Department of the Army, Washington, D.C. 20315. See
C2

Section VIII. NONOBLIGATED PERSONNEL

30. **General.** This section provides for the appointment in the Regular Army of individuals 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 sections of this regulation. Former Armed Forces personnel must have been separated from the service under honorable conditions.

31. **Application.** DA Form 61 (Application for Appointment) will be completed in accordance with paragraph 5 and accompanied by forms indicated in table I.

32. **Action by major Army commanders.** Upon receipt of application and allied papers, the major Army commander will review each applica-

tion to assure that applicant meets the general eligibility requirements. If 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 applicant will be invited to appear before a board of officers for processing in accordance with paragraph 6. All tests forwarded with the completed application file will be scored by major Army commanders.

33. **Special training.** Each individual appointed in the Regular Army under the provisions of this program will attend a special course for training in basic military fundamentals which is the same as that prescribed for section VI applicants (para 25*b*).

Section IX. SELECTION AND APPOINTMENT CRITERIA

34. Application for appointment in Regular Army. *a.* Upon receipt of Regular Army application file submitted in accordance with instructions contained in preceding sections, The Adjutant General, Department of the Army, will review the application to determine statutory and administrative eligibility. Any additional information deemed necessary to establish eligibility will be requested by The Adjutant General.

b. The Adjutant General will present the files to the selection agencies; transmit names of applicants recommended for appointment to the Secretary of the Army for action to effect appointments; and will issue necessary instructions through commanders of major commands to consummate such appointments. Applicants who have been selected or rejected for appointment and those for whom action has been deferred pending receipt of additional data will be so informed by The Adjutant General.

c. Where necessary administrative actions preclude early tender of Regular Army appointment, a quota has been established to provide for the voluntary recall to active duty of those selectees possessing USAR commissions. This duty will be on a voluntary basis. In the event selectee desires recall prior to acceptance of Regular Army commission and there are no reasons to the contrary, active duty orders may be issued by Headquarters, Department of the Army.

35. Service credit and 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 attaining the age of 21 years and subsequent to 6 December 1941 and, if applicable, the period by which his age is increased under paragraph 4j(1)(b).

b. Based on the service credited under *a* above, the grade in which a person is appointed is that held by the junior officer on the applicable pro-

motion 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, and the name of the officer so 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 defined as 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. Applicants who have completed through competitive tours for Regular Army appointment and who were not selected thereunder, will, if they apply and are selected under this regulation, be given a grade and date of rank junior to that of the Regular Army officers who were selected after competition for the same position in the same program or tour in which the applicant failed of selection.

f. For service credit and grade determination of appointees in the Medical Service Corps, see AR 601-124.

Rescinded C2

(Place)

(Date)

SUBJECT: Evaluation of Women's Army Corps Applicant for Commission in the Regular Army

**TO: The Adjutant General
ATTN: AGPB-OR
Department of the Army
Washington, D. C. 20315**

1. As members of a duly constituted board of officers established under the provisions of paragraph 6, AR 601-100, we have this date observed _____ an applicant for commission in the Regular Army.
(Name, Grade, and Service Number)

2. (Paragraph evaluating applicant's appearance, manner, voice quality, use of words and language organization.)

3. (Paragraph evaluating applicant's self control, listening characteristics, skill of communication, quality of replies and ability to inspire confidence.)

4. (Paragraph evaluating applicant's overall ability to deal with people.)

5. (Recommendation with respect to appointment in the Regular Army.)

Evaluation Board President

Board Member

Board Member

Board Member

Figure 1. Women's Army Corps Evaluation Letter.

S/S C2

(Place)

(Date)

SUBJECT: Application for Commission in the Regular Army

TO: The Adjutant General
ATTN: ACPB-OR
Department of the Army
Washington, D. C. 20315

1. I hereby make application for appointment in the Regular Army under the provisions of Section V, AR 601-100. I desire to be considered for assignment to one of the following branches in the following order of preference:

#1 _____ #2 _____ #3 _____

2. My permanent home address is: _____

My military address is: _____

3. (In this paragraph mention all civil and military offenses with final disposition of case - regardless of whether previously mentioned on any application for appointment.)

4. (In this paragraph mention any information you feel may help to justify your appointment.)

Incl

(Signature)

(First, Middle, Last Name)

Printed or typed

Figure 2. Application Letter.

FIG 3 ADDED - SEE C2

S/S C2

Table I. Required Documents

These are the documents required to process an appointment in the Regular Army and the number of copies to be sent to TAGO, ATTN: AGPB-OR, DA. 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 and the basis for ordering. Requisition forms through publications supply channels.

Item	Number of copies							
	1	2	3	4	5	6	7	8
Column number	II	III	IV	V	Para 23e	VI	VII	VIII
1. Application for Appointment (DA Form 61)	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
3. Documentary evidence of birth or statement of citizenship (see para 4a)	1	1	1	1	1	1	1	1
4. Transcript of accumulated college credits	1	1	1	1	1	1	1	1
5. Copy of DA letter or establishing 2-yr college equivalency	1	1	1	1	1	1	1	1
6. Report of Medical Examination (SF 88)	2	2	2	2	2	2	2	2
7. Report of Medical History (SF 89)	2	2	2	2	2	2	2	2
8. Officer's Assignment Preference Statement (DA Form 483)	1	1	1	1		1	1	1
9. National Agency Check (Statement of initiation)	1	1	1	1	1	1	1	1
10. National Agency Check and/or (Statement of favorable completion)	1	1	1	1	1	1	1	1
11. Conscientious objector affidavit	1	1	1	1	1	1	1	1
12. Statement of final class standing		1	1					
13. Designation as distinguished graduate OCS		1						
14. Letters of recommendation (character reference)			3 ltrs			3 ltrs		
15. Letter of recommendation (see para 17a(2))			1					
16. Officer Leadership Qualification Inventory, OLI-1 (Answer Sheet, DA Form 6230-1)	1							1
17. Officer Leadership Qualification Report, OLR-1 (Report Form, DA Form 6233)	1							1
18. Officer Leadership Board Interview, OLB-1 (Interview Record, DA Form 6227)	3		3					3
19. WAC OCS Evaluation Report (WAC Officer Candidate Application Evaluation Report, DA Form 6226)	1							1
20. WAC OCS Interview (WAC Officer Candidate Applicant Interview, Interview Record, DA Form 6220)	3							3
21. WAC OCS Biographical Information Blank (Answer Sheet, DA Form 6215-1)	1							1
22. Interview Blank, Form 4 (Interview Record, DA Form 6217, and Rating Work Sheet D, DA Form 6217-1)				3		3		3
23. Biographical Information Blank, Form F (Answer Sheet, DA Form 6211-1)				1		1		1
24. ROTC Inventory, RI-1 (Answer Sheet, DA Form 6201-1)			1					
25. Interview Appraisal Sheet 5 (Appraisal Sheet 5, DA Form 6225)						3		
26. Statement of Personal History (DD Form 398)					4			
27. FBI Fingerprint Card (FD Form 258)					1	1		
28. Women's Army Corps Evaluation Letter (fig. 1)					1			1
29. <i>added - c1</i>	1	1	1	1	1	1	1	1
30. <i>added - c1</i>	1	1	1	1	1	1	1	1

* If not of record in DA Personnel Record.
 * See paragraph 4e.
 * EM and male WO only.
 * Enlisted women and female WO only.
 * Female commissioned officers only

* Male commissioned officers only
 * Applicants for ALE only--DD Form 396 will carry following statement in Remarks Section: "I have executed DD Form 98 (Armed Forces Security Questionnaire) without qualification on"

2-added - c1
3-added - c1
4-added - c1

Table II. Technical specialties
See section VI.

Specialty	Branch										
	AGO	AIS	OE	OMLO	FO	MSO	MPO	ORD Corps	QMO	SigO	TO
Administration											
Business (Trans major rqr for TC)	X	X		X	X	X	X	X	X	X	X
Hospital						X			X		
Hotel									X		
Personnel	X					X			X		
Public							X		X		
Aerodynamics								X			
Agriculture									X		
Animal Husbandry									X		
Architecture						X					
Bacteriology				X		X			X		
Biochemistry				X		X			X		
Business & Commerce						X		X	X		
Cartography		X	X								
Chemistry								X			
Analytical				X							
Hi-polymer				X					X		
Industrial				X				X	X		
Organic & Physical				X		X		X			
Paper									X		
Commercial Science				X							
Criminology		X					X				
Dairy Science									X		
Economics	X				X			X	X		
Education	X			X		X					
Electronics		X	X					X		X	
Engineering											
Administrative								X			
Aeronautical								X			X
Automotive								X			X
Biological				X							
Chemical				X		X		X	X		
Chemical Research				X				X			
Civil			X			X			X		
Communications		X								X	
Computer Systems	X			X				X	X	X	X
Electrical		X	X					X	X	X	X
Electronic		X		X				X		X	
Explosive			X	X				X			
Industrial			X	X				X	X		X
Inspection				X				X			
Management						X		X		X	X
Mechanical			X	X				X	X	X	X
Metallurgical								X			
Mining			X								
Nuclear				X		X		X			X
Nuclear Effects			X	X				X	X	X	X
Petroleum			X						X		
Radio		X								X	
Radiological Defense				X		X					
Safety				X			X	X			
Sanitary						X			X		
Structural			X					X			

83 by AR 27-1, 15 Sep 1989

Table II. Technical Specialties—Continued

Specialty	Branch										
	AGC	AIS	OE	OMLO	FC	MSC	MPO	ORD Corps	QMO	SlgO	TO
Engineering—Continued											
Textile.....									X		
Traffic.....							X				X
Wire Communications.....		X								X	
Entomology.....				X					X		
Food Technology.....								X			
Foreign Affairs.....		X					X				
Geodesy.....			X								
Geography & Climatology.....		X							X		
Geology.....		X									
Horticulture.....									X		
Law.....		X					X				
Leather Technology.....									X		
Linguist.....		X					X				
Management											
Accounting & Financial.....		X			X	X		X	X		
Industrial.....	X			X	X		X	X	X	X	X
Institutional.....						X			X		
Personnel.....						X					
Production.....				X				X			X
Mathematics (Incl Statistics).....		X		X		X		X	X	X	
Metallurgy.....								X			
Meteorology.....				X						X	
Motion Picture & Television.....										X	
Naval Architecture.....											X
Nuclear Medical Science.....						X					
Nuclear Physics.....			X	X		X		X	X	X	X
Nutrition.....									X		
Operations Research.....								X		X	
Optometry.....						X					
Pharmacy.....						X					
Photo Interpretation.....		X									
Photography.....		X								X	
Physics.....		X				X		X		X	X
Plant Pathology.....				X							
Plant Physiology.....				X							
Political Science.....		X									
Portable & Flexible Structures.....									X		
Psychology											
Clinical.....		X				X					
Experimental.....		X							X		
Public Health.....						X					
Radiobiology or Health Physics.....				X		X					
Social Science.....		X					X				
Social Work.....	X						X				
Soils.....			X								



AR 601-100

By Order of the Secretary of the Army:

HAROLD K. JOHNSON,
General, United States Army,
Chief of Staff.

Official:

KENNETH G. WICKHAM,
Major General, United States Army,
The Adjutant General.

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