PERSONNEL PROCUREMENT

DELAY IN REPORTING FOR AND EXEMPTION FROM ACTIVE DUTY

AR 601-25, 11 September 1962, is changed as follows:

The following pen-and-ink changes will be made:

**Paragraph 10a(2).** Change AR 135-105 to AR 135-50.

**Paragraph 10a(3).** Change AR 135-105 to AR 135-50.

**Paragraph 10a(4).** Change AR 135-40 to AR 135-50.

**Figure 3, DA Form 2602-R.** Change “TO:” to “FROM:”

address on form to read:

Commanding Officer
US Army Res Comp Pers Cen
ATTN: RCPA
Fort Benjamin Harrison
Indianapolis, Indiana 46240

11. **Definitions.** As used in definitions will apply:

- **Full-time course of instruction.** (Superseded) A full-time schedule prescribed for a resident student consisting of not less than 9 semester hours of graduate studies, exclusive of enrollment in night school or extension courses; or, in accordance with the regulations of the institution of higher education, appropriate certification of full-time course of instruction, whichever of the above involves the lesser academic requirement.

- **Seasonal employment.** (Superseded) Employment that is not continuously active or not at peak operation during the whole of a calendar year and the opportunity for such employment will not be available to the individual if he is required to enter upon active duty at the regularly scheduled time.

- **Initial employment.** (Added) Employment that is offered to an individual immediately subsequent to attainment of an educational degree and the employer certifies that the individual must immediately accept the position and undergo training to insure reemployment upon completion of active duty. Such employment would not be available to the individual if required to enter upon active duty at the regularly scheduled time.

Section IV (Added)

**POLICIES GOVERNING DELAY OF STUDENTS PARTICIPATING IN OFFICER TRAINING PROGRAMS**

13.1 **Purpose and scope.** This section prescribes policies governing delay in call to active duty of students who are required to enlist in the United States Army Reserve as a prerequisite to becoming applicants for appointment to the United States Military Academy under the Army Reserve component quota. See AR 350-55.

13.2 **Policy.** Students attending secondary schools (i.e., high school or military academy preparatory school) and who are enlisted in the USAR for 2 years active duty pursuant to official notification from The Adjutant General, Department of the Army, that they were academically and medically qualified for nomination to the United States Military Academy under a Reserve component quota will be delayed from active duty until such time as they cease to pursue such course satisfactorily, graduate, attain age 20, or for a period of 1 year, whichever occurs first.

13.3 **Exceptions to policy.** Exceptions to the 1 year period of delay will be granted only under exceptional circumstances and may be granted only upon the specific approval of Headquarters, Department of the Army. Requests for exceptions will include full justification and will be forwarded through command channels to the Commanding Officer, United States Army Reserve Components Personnel Center, ATTN: RCPA-E,

This change supersedes DA message 337894, 15 May 1963.

TAGO 1670A—May 750-475—a—65
AR 601-25
C'2

Fort Benjamin Harrison, Indianapolis, Ind., 46249.

15. Scope.

b. Exceptions. The provisions of * * * officers outlined below:

(2) (Superseded) ROTC officers who have subsequently been commissioned as Medical, Dental, or Veterinary Corps officers and who are participating in the Armed Forces Reserve Commissioning and Training Program for Medical, Dental, and Veterinary Corps (Berry Plan) will be governed by AR 135-50.

18. Category A.

c. Exceptions to maximum period of delay.

(Superseded) Exceptions to the maximum period of delay authorized in b (8) above may be granted only upon specific approval of Headquarters, Department of the Army. In addition to DA Form 591, requests for such exceptions must include full justification for further delay. Such justification may include, as appropriate, any communications from appropriate officials of graduate school or applicant concerning his degree program and progress, or forecasting remaining period required to complete research or presentation of thesis or dissertation. If officer has experienced abnormal difficulty in completing classroom work, experiments, or research because of personal hardship, illness, experiment failure, or similar reasons, explanation thereof should be provided. Requests for renewal of delay which will exceed a total of 5 years will include a résumé of school requirements for the degree for which the individual is enrolled. If the date in item 17 of the DA Form 591 submitted with the request for renewal of delay represents a change in the estimated date of completion of studies shown on previous application, justification for change will be furnished. When the information in items 16 and 17 of the DA Form 591 submitted with the request for renewal of delay indicates that study is contemplated in excess of 48 months, the officer should be advised that detailed justification will be required at the time delay beyond 48 months is requested. Major commanders will forward such requests together with appropriate recommendation to Commanding Officer, United States Army Reserve Components Personnel Center (USARCP), ATTN: RCPA, Fort Benjamin Harrison, Indianapolis, Ind., 46249.

21. Category D.

a. Definition. Category D is an officer desiring to avail himself of the opportunity of seasonal or initial employment.

b. General.

(1) (Superseded) To assist in planning active duty schedules and to preclude the unnecessary issuance of letters of active duty notifications, any eligible ROTC student planning to request a delay under the provisions of this chapter subsequent to his graduation and commissioning must so indicate his intent as follows:

(1) Category A students who plan to continue graduate or professional studies for the purpose of obtaining a higher degree will indicate intent to request delay in item 17, DA Form 1809 prepared in accordance with paragraph 7q(2), AR 145-133.

(2) Category B, C, and D individuals who intend to apply for delay but who do not have sufficient basis at the time of submission of DA Form 1809 to submit a formal request for such delay as set forth in paragraph 25c, will—

(a) Submit by 180 days prior to date of graduation and commissioning, a letter indicating their intent to apply for delay.

(b) Submit the letter through the professor of military science to the appropriate area commander, and include the intended reason for requesting the delay.

(c) (Superseded) Information reported in item 17, DA Form 1809 and/or contained in a letter of intent to request delay is informative only and will be used at area command headquarters to assist in planning active duty schedules. Approval or disapproval of a request for delay will be based upon information contained on the DA Form 591 or formal letter request prepared and submitted in accordance with paragraph 25.
26. Delay status of ROTC officers (Reports Control Symbol CSGPA-243(R3)).

\textit{c.} Frequency, due date, and routing.

The report will be dispatched in single copy only not later than 15 working days following the end of the reporting period to the Commanding Officer, United States Army Reserve Components Personnel Center, ATTN: RCPA, Fort Benjamin Harrison, Indianapolis, Ind., 46249.

37. Action on requests for delay or exemptions.

\textit{b. (Superseded)} In those exceptional cases when requests of USAR members for delay in excess of 60 days are recommended for approval by the appropriate commander, such requests will be forwarded to the Commanding Officer, U.S. Army Reserve Components Personnel Center, ATTN: RCPA, Fort Benjamin Harrison, Indianapolis, Ind., 46249.

By Order of the Secretary of the Army:

\begin{flushright}
HAROLD K. JOHNSON, \\
General, United States Army, \\
Chief of Staff.
\end{flushright}

Official:

J. C. LAMBERT,
Major General, United States Army.
The Adjutant General.

Distribution:

To be distributed in accordance with DA Form 12-9 requirements for Reserve Components, General:

\textit{Active Army: C. NG: A. USAR: A.}
PERSONNEL PROCUREMENT

DELAY IN REPORTING FOR AND EXEMPTION FROM ACTIVE DUTY

HEADQUARTERS,
DEPARTMENT OF THE ARMY
WASHINGTON 25, D.C., 1 July 1963

AR 601-25, 11 September 1962, is changed as follows:

1. Purpose and scope. (Superseded) a. This section prescribes policies governing involuntary order to active duty of certain Army Medical Service officers.

b. The provisions of this section apply to those AMEDS officers who are students of medicine, dentistry, and veterinary medicine; interns; and residents.

9. AMEDS officers assigned to TOE and TD units. (Superseded) AMEDS officers who elect assignment to TOE and TD units will be required to accompany units of assignment when such units are involuntarily ordered to active duty. See AR 135-300.

10. AMEDS officers not in a drill pay status. (Superseded) a. AMEDS officers specified below are not available for involuntary active duty except when specifically authorized by Headquarters, Department of the Army, by separate instructions:

(1) Students of medicine, dentistry, and veterinary medicine who are participating in the Medical Service Early Commissioning Program. See AR 601-140.

(2) Medical Corps officers participating in professional training as residents, including those officers participating in the Armed Forces Reserve Medical Officer Commissioning and Residency Consideration Program. See AR 135-136.

(3) Dental Corps officers participating in professional training under the Armed Forces Reserve Dental Officer Commissioning Program. See AR 135-190.

(4) Veterinary Corps officers participating in professional training under the Armed Forces Veterinary Officer Post Graduate Training Program. See AR 135-50.

b. Medical Corps officers who are undergoing internship, regardless of source of appointment, are not available for involuntary order to active duty until they have completed a 1-year internship of an accelerated internship, as appropriate.

11. Definitions. As used in these regulations, the following definitions will apply:

A. Institution of higher education. (Superseded) An institution of higher education is defined as follows:


2. A recognized degree granting educational institution, located outside CONUS, listed in one of the following publications:


(b) Commonwealth Universities Yearbook, published annually by the Association of Universities of the British Commonwealth, London.

14. General. (Superseded) a. The primary purpose of maintaining the ROTC program is to procure commissioned officers to meet the needs of the active Army, the Reserve Components of the Army, and mobilization requirements. Officers commissioned through the ROTC program are required to perform an initial period of active duty; or if not needed on active duty, to perform 6 months active duty for training (ACDUTRA), in accordance with the terms of deferment or contractual agreements executed by them.

b. This chapter outlines the conditions whereby officers commissioned through the ROTC program may be eligible for delay in performing their initial period of required duty. Authority to grant initial delays or renewals of delays under the provisions of this chapter is suspended when units and individual members of the Ready Reserve are being involuntarily ordered to active duty pursuant to law, in which case, chapter 3 applies.

15. Scope. (Superseded) a. Applicability. Except as otherwise provided in b below, the provisions of this chapter apply to all ROTC officers, including those officers considered as participants in the Army Medical Service Early Commissioning Program. See AR 601-140.

*These publications may be purchased from the American Council on Education, Publications Division, 1785 Massachusetts Avenue NW, Washington 6, D.C.
b. Exceptions. The provisions of this chapter are not applicable to categories of ROTC officers outlined below:

1. ROTC officers enrolled in recognized theological seminaries or divinity schools in preparation for the religious ministry will be screened from the Ready Reserve in accordance with AR 135-133.

2. ROTC officers who have subsequently been commissioned as Medical, Dental, and Veterinary Corps officers and who are participating in the Armed Forces Reserve Commissioning and Training Program for Medical, Dental, and Veterinary Corps Officers (Berry Plan) will be governed by the applicable regulation listed below:
   - (a) AR 135-40, Armed Forces Veterinary Officer Post Graduate Training Program.
   - (b) AR 135-105, Armed Forces Reserve Medical Officer Commissioning and Residency Consideration Program.
   - (c) AR 135-106, Armed Forces Reserve Dental Officer Commissioning Program.

23. Jurisdictional control. The major commander, exercising appointment authority under paragraph 4, AR 145-100, is responsible for the action prescribed below until such time as the ROTC officer enters on his initial tour of active duty.

26. Delay status of ROTC officers (Reports Control Symbol CSGPA-243 (R3)).

   d. Preparation instructions. (Superseded) The report will be prepared on DA Form 2602-R (Delay Status of ROTC Officers) (fig. 3) which will be reproduced locally on 8- by 10½-inch paper. It will consist of four sections, Sections A through D, in accordance with the following instructions:
   - (1) Section A, lines 1 through 4.
     - (a) Line 1. Furnish, by appropriate category, the number of initial delays granted within the period of the report. Data furnished on this line will be only those delays approved based upon submission of formal application for delay.
     - (b) Line 2. Furnish, by appropriate category, the total number of officers in approved delay status as of the last day of the reporting period. Approved delay status includes those officers currently in delay status together with those officers who have been granted delays but who have not as yet entered into the period of delay requested.
     - (c) Line 3. Furnish, by appropriate category, the total number of officers who have completed, within the period of the report, the total period of delay for which eligible.
     - (d) Line 4. Furnish the number of CATEGORY A officers granted cumulative delays in excess of 48 months. Officers granted delay as Category B following termination of Category A delay status will not be reflected on this line.
   - (2) Section B, lines 5 and 6. Furnish on lines 5 and 6 the number of officers whose delay status will terminate within the periods prescribed in these lines and for whom further delay is not contemplated.
   - (3) Section C, line 7. Furnish on line 7 the total number of officers screened from the Ready Reserve under AR 135-133 during the period of the report.
   - (4) Section D, lines 8 through 10. The purpose of this section is to determine the total period of delay needed by Category A officers to complete the studies for which delayed. This part of the report will show, by fiscal year increments, beginning with the second succeeding fiscal year after period of report, the total number of Category A officers who, based upon their declaration (see items 16 and 17, DA Form 591), will complete their studies during the fiscal years specified in lines 8, 9, and 10.
### DELAY STATUS OF ROTC OFFICERS (AR 601-25)

#### TO:
Chief of Personnel Operations
ATTN: RC&A
Department of the Army
Washington, D.C.

#### FROM:

#### SECTION A - DELAY STATUS BY CATEGORY

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<td>NUMBER OF OFFICERS IN DELAY STATUS</td>
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<td>DELAYS TERMINATED AND NOT RENEWED DURING REPORTING PERIOD</td>
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**DA FORM 2602-R, 1 JUL 63**

**PREVIOUS EDITION IS OBSOLETE.**

**[RCP'D]**

**TAGO 22A**
By Order of the Secretary of the Army:

Official:
J. C. LAMBERT,
Major General, United States Army,
The Adjutant General.

Distribution:
Active Army: To be distributed in accordance with DA Form 12-9 requirements for Reserve Components, General—C.
NG and USAR: To be distributed in accordance with DA Form 12-9 requirements for Reserve Components, General—A.
## PERSONNEL PROCUREMENT

### DELAY IN REPORTING FOR AND EXEMPTION FROM ACTIVE DUTY

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*These regulations supersede AR 601-25, 10 June 1960, including C 1, 28 September 1960; DA message 578893, 30 October 1961; and applicable portions of the following DA messages: 573333, September 1961; 573493, September 1961; 575601, September 1961; 574657, September 1961; 576523, October 1961; 578897, November 1961; and 586583, April 1962.*
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CHAPTER 1
GENERAL PROVISIONS

Section I. GENERAL

1. Purpose. These regulations prescribe policies, criteria, and procedures governing the delay in reporting for active duty, or exemption from active duty, for members of the Army National Guard of the United States (ARNGUS) and of the Army Reserve (USAR).

2. Scope. a. These regulations apply to individual members of the Ready Reserve scheduled for, or ordered to, active duty, with their consent, and to members of units and individual members of the Ready Reserve when such units or members are involuntarily ordered to active duty.

b. In time of war or national emergency declared by Congress, these regulations also apply to those members of the Standby Reserve who have been determined to be available for involuntary order to active duty by Selective Service authorities.

3. Purpose of the Ready Reserve. The purpose of the Ready Reserve is to provide trained units and qualified individuals available for active duty in time of war or national emergency; and at such other times when the national security requires an expansion of the active Army and such expansion is authorized by law. The Ready Reserve, consisting of units and members of the Army National Guard of the United States and the Army Reserve, is liable for involuntary order to active duty under these circumstances.

4. Basic policy for involuntary order to active duty of units and members of the Ready Reserve. a. When an expansion of the active Army is needed for national security and when authorized by law, it is the policy of the Army to order involuntarily to active duty those trained units and qualified members of the Ready Reserve needed to meet the military manpower requirements of the active Army.

b. All Ready reservists, ARNGUS and USAR, are considered to be available for involuntary active duty when the need for their services exist. However, certain Army Medical Service personnel will be available for active duty, involuntarily, only under conditions outlined in section II, this chapter.

5. Screening the Ready Reserve. The Ready Reserve is required by law to be screened on a continuing basis. Screening will be accomplished in accordance with AR 135-133 and NGR 26.

6. Availability of Standby reservists for involuntary active duty. In time of war or national emergency declared by Congress, or when otherwise authorized by law, Standby reservists who have been found available by the Director of Selective Service may be involuntarily ordered to active duty, provided it has been determined that there are not enough qualified members of the required category in the Ready Reserve. The involuntary order to active duty of such members may be accomplished only when specifically authorized by Headquarters, Department of the Army.

7. Policies governing delay or exemption. Sound reasons exist for the establishment of policies governing the delays of certain members from voluntary active duty; and for a temporary delay in reporting for, or total exemption from the requirement to perform, involuntary active duty for unforeseen circumstances that may arise and result in extreme undue hardship, or for other cogent reasons. The policies are contained in the following chapters of these regulations:

a. Chapter 2 governs the delays of officers, commissioned through the ROTC program, who are required to perform the initial period of voluntary active duty, or active duty for training, in accordance with the agreement executed by them. The provisions of chapter 2 are suspended when units and individual members of the Ready Reserve are being involuntarily ordered to active duty pursuant to law.

b. Chapter 3 governs the delay or exemption of individual members or members of units of the Ready Reserve alerted for, or involuntarily or-
ordered to active duty. These provisions of chapter 3 become effective when units and individual members of the Ready Reserve are being involuntarily ordered to active duty pursuant to law.

c. Chapter 4 governs the delay or exemption of members of the Standby Reserve involuntarily ordered to active duty in time of war or national emergency declared by Congress.

Section II. POLICIES GOVERNING AVAILABILITY FOR INVOLUNTARY ACTIVE DUTY OF CERTAIN ARMY MEDICAL SERVICE PERSONNEL

8. Purpose. This section prescribes the policies governing the involuntary order to active duty of certain Army Medical Service officers selected for commissioning and professional training under specific regulations governing the appropriate Army Medical Service programs in the fields of medicine, dentistry, and veterinary medicine.

9. Medical and Dental Student Early Commissioning Program (AR 135-30). a. Medical Service Corps officers participating in the Medical and Dental Student Early Commissioning Program are not available for involuntary active duty, except when specifically authorized by Headquarters, Department of the Army, in separate instructions.

b. The provisions of AR 135-30 apply to members assigned to TOE and TD units when unit of assignment has been alerted for involuntary active duty.

10. Other Army Medical Service Officer personnel in professional training. a. Armed Forces Reserve Commissioning and Training Program for Medical, Dental, and Veterinary Corps Officers (Berry Plan).

(1) Medical, Dental, and Veterinary Corps officers, participating in professional training under the regulations listed below, are considered to be available for involuntary order to active duty, unless separate instructions are issued by Headquarters, Department of the Army, announcing restrictions on the involuntary order to active duty of such officers.

(a) AR 135-40, Armed Forces Veterinary Officer Post Graduate Training Program.

(b) AR 135-105, Armed Forces Reserve Medical Officer Commissioning and Residency Consideration Program.

(c) AR 135-106, Armed Forces Reserve Dental Officer Commissioning Program.

(2) When separate instructions are issued by Headquarters, Department of the Army, restricting the involuntary order to active duty of any of the categories of officers described in (1) (a), (b), and (c) above, such members will be reassigned in accordance with the separate instructions.

b. Medical interns. Regardless of source of appointment, Medical Corps officers undergoing intern training are not available for involuntary order to active duty until they have completed a 1-year or accelerated internship, as appropriate.

Section III. DEFINITIONS AND CRITERIA FOR HARDSHIP CONDITIONS

11. Definitions. As used in these regulations, the following definitions will apply:

a. Academic year. The period covering the annual session, excluding the summer session of an educational institution, usually divided into two consecutive semesters or three consecutive quarters.

b. Alert. Any form of communication used by Headquarters, Department of the Army, or other competent authority to first notify ARNGUS or USAR unit commanders or individual members of the USAR that orders to active duty are pending for the unit or the member. Such communication normally will indicate the effective date of the orders, the mobilization station to which the unit or individual member will be ordered for final type processing; and such other basic data as deemed necessary by the issuing authority.

c. Appeal. The request made by a member for reconsideration of a decision denying a request for delay or exemption from involuntary order to active duty.
d. Delay. The postponement of the date the member is scheduled to report for active duty tour or the reporting date specified in his orders to active duty.

e. Exemption. Total relief from the requirement of reporting to active duty under his involuntary active duty orders.

f. Full-time course of instructions. A full-time schedule prescribed for a resident student in accordance with the regulations of the particular institution of higher education.

g. Graduate studies. Studies on a graduate level, being pursued by a student subsequent to his attainment of a baccalaureate or first degree.

h. Institution of higher education. An educational institution listed in Part 3, The Education Directory, Higher Education (published annually by the Office of Education, Department of Health, Education, and Welfare), or an accredited, degree-granting institution located outside CONUS.

i. Member. A commissioned officer, warrant officer, or enlisted person in the Ready Reserve either as a unit member or as an individual member.

j. ROTC officer. An officer commissioned through the ROTC program who has not performed his initial period of active duty or active duty for training in accordance with the agreement executed by him while enrolled in the ROTC program.

k. Seasonal employment. Employment that is not continuously active or not in full operation during the whole of a calendar year.

12. Extreme personal hardship. a. When the reservist's entry on active duty would have a substantial adverse effect upon member(s) of the reservist's family. The following criteria will be used as a guide for determining extreme personal hardship conditions:

(1) Illness of a member of immediate family. When, in the opinion of the attending physician, the illness of the member is such that—

(a) Fatality appears to be imminent; or

(b) Presence of the reservist is an important factor in the recovery of the patient and his immediate departure may have a serious effect upon the patient.

(2) Financial or domestic hardship. Financial or domestic hardship conditions do not exist solely because of altered income, or because the reservist is separated from his family, or because the family must suffer the inconveniences normally incident to military service. In general, this requirement will be met only when both of the following conditions are determined to exist:

(a) Member or members of the immediate family are dependent upon the reservist for support; and

(b) Presence of the reservist is the only readily available means of eliminating or materially alleviating the hardship condition.

b. Members of immediate family. Normally, members of the immediate family will include the following:

(1) Spouse, divorced spouse, legitimate or illegitimate child, legally adopted child, stepchild, foster child, parent, grandparent, brother, or sister; or

(2) A person under 18 years of age, or a person of any age who is physically or mentally handicapped, whose support the reservist has assumed in good faith.

13. Extreme community hardship. When the reservist's entry on active duty would have a substantial adverse effect on the health, safety, or welfare of the community. In general, this requirement will be met only when all of the following conditions are determined to exist:

a. The service performed by the reservist is essential to the maintenance of health, safety, or welfare of his community.

b. The service cannot be performed by other persons residing in the area concerned.

c. The reservist cannot be replaced in the community by another person who can perform such service.
CHAPTER 2
OFFICERS COMMISSIONED THROUGH THE ROTC PROGRAM
DELAY FROM ENTRY ON VOLUNTARY ACTIVE DUTY—ASSIGNMENT
DURING PERIOD OF DELAY STATUS

Section I. GENERAL

14. General. The primary purpose of maintaining the ROTC program is to procure commissioned officers to meet the needs of the active Army, the Reserve Components of the Army, and mobilization requirements. Officers commissioned through the ROTC program are required to perform an initial period of active duty; or if not needed on active duty, to perform 6 months' active duty for training (ACDUTRA), in accordance with the terms of deferment or contractual agreement executed by them.

15. Scope. a. Applicability. Except as provided in b below, the provisions of this chapter apply to all ROTC officers and outline the conditions whereby such commissioned officers may be eligible for delay in performing their initial period of required duty under normal peacetime conditions. Authority to grant initial delays or renewals of delays under these provisions is suspended when units and individual members of the Ready Reserve are being involuntarily ordered to active duty pursuant to law, in which case, chapter 3 applies.

b. Exceptions. The provisions of this chapter are not applicable to the categories of ROTC officers outlined below. Such officers will be governed by the cited references for the appropriate category.

(1) ROTC officers enrolled in recognized theological seminaries or divinity schools in preparation for the religious ministry will be transferred to the Standby Reserve in accordance with AR 135-133.

(2) ROTC officers participating in the Army Medical Service Reserve Programs will be governed by appropriate regulations as outlined in section II, chapter 1, these regulations.

16. Responsibility. The major commander exercising appointment authority under paragraph 4, AR 145-100, is responsible for the administrative actions prescribed in this chapter.

Section II. DELAY CRITERIA—CATEGORIES OF ROTC OFFICERS ELIGIBLE FOR DELAY

17. Delay policies. a. General. This section defines the categories of ROTC commissioned officers that may be eligible for delay, prescribes the periods of delay that may be authorized for each specific category, and sets forth the criteria for eligibility for delay.

b. Delay policies.

(1) An ROTC officer may be eligible for delay in reporting for initial period of active duty, or active duty for training, if he has been accepted by a recognized institution of higher education for graduate or professional studies, would suffer undue hardship, or for other cogent reasons as outlined in this section.

(2) Approval of delay will be based upon the applicant meeting the eligibility requirements or criteria prescribed for the appropriate category.

18. Category A. a. Definition. Category A is an officer who is pursuing graduate or professional studies for the purpose of obtaining an additional academic degree.

b. Period of delay. Applicants may be author-
ized delay for the periods prescribed below, provided they meet the eligibility requirements outlined in (1) below:

(1) Initial delay. Period of initial delay be for the minimum period required, but not to exceed an academic year.

(2) Renewal of delay. Renewal of delay may be granted in increments of academic years, subject to restrictions outlined in (3) below.

(3) Maximum period of delay. Maximum period of delay may be for the period applicant has indicated in his application for delay as to total period needed to complete the studies for which delay is required (see Item 16, DA Form 591) but not to exceed a total of 48 months from date of appointment, except as otherwise provided in (c) below.

Exceptions to maximum period of delay. Exceptions to the maximum period of delay authorized in (3) above may be granted only upon the specific approval of Headquarters, Department of the Army. Requests for such exceptions must include full justification for the further delay. Major commanders will forward such requests, together with appropriate recommendations, to Chief of Personnel Operations, ATTN: RCPA-O, Department of the Army, Washington 25, D.C.

d. Eligibility requirements. An applicant for delay under the provisions of this paragraph must meet the eligibility requirements prescribed in (1) and (2) below:

(1) All applicants for delay, initial and renewals thereof, must execute the “Supplemental Active Duty and Reserve Participation Agreement” contained in Section IV, DA Form 591 (Application for Delay for Educational Purposes—Supplemental Active Duty and Reserve Participation Agreement) (fig. 1).

(2) In addition to the provisions of (1) above, the applicant must meet the following appropriate requirements:

(a) For initial delay, the applicant must be—

1. Enrolled, or accepted for enrollment, for the first regular semester or quarter commencing after the date of commissioning as an officer; and

2. Pursuing an uninterrupted full-time course of instruction in graduate or professional studies in a recognized institution of higher education, for the purpose of obtaining an additional academic degree.

(b) For renewals of delay, the applicant must—

1. Meet the requirements outlined in (a) 2 above; and

2. Be satisfactorily continuing the studies in the same field for which initially delayed.

I, the undersigned Reserve officer, hereby agree and consent, that upon the expiration of the period of delay in being ordered to active duty or to active duty for training herein requested, and subject to the further orders of the Secretary of the Army, I shall serve:

On active duty as a commissioned officer for a period of not less than 2 consecutive years and, upon my release from such active duty, remain a member of and serve satisfactorily in the Ready Reserve for a period of 2 years; or, subject to the further orders of the Secretary of the Army.

On active duty for training as a commissioned officer for a period of 6 months and, upon my release from such active duty for training, remain a member of and serve satisfactorily in the Ready Reserve for a period of 3 years and 6 months.

I further agree and consent to remain a member of and to serve in a Reserve Component of the Army until the date of completion of the Ready Reserve obligation stated above, or until date of expiration of the military service obligation incurred upon my initial appointment in the Reserve of the Army, whichever is the later date.

(Signature of applicant)          (Date)

Figure 1
19. Category B. a. Definition. Category B is an officer who has obtained an academic degree in—
(1) Medicine or pharmacy and is required to serve an internship as a prerequisite to service on active duty or to licensing; or
(2) A professional field and is required to undergo State examination for licensing or certification in his professional field.
b. Period of delay. Delay may be granted for the minimum period required to permit the officer to serve the internship and/or to take the first examination given in the State of his choice following his attainment of the academic degree.

20. Category C. a. Definition. Category C is an officer who would suffer extreme personal or community hardship (pars. 12 and 13) as a result of entry on active duty.
b. Period of delay. Delay may be granted not to exceed a maximum period of 6 months.

Section III. PROCEDURES

22. General. a. Officers commissioned through the ROTC program each year are normally scheduled for their initial period of active duty or active duty for training to begin within 12 months subsequent to date of appointment. A target date of 1 March, each fiscal year, is established as the date for the issuance of letters of notification to those officers scheduled for active duty upon their graduation and commissioning in May and June of the appropriate fiscal year. Those officers not selected for active duty will be scheduled for active duty for training within the period outlined above.

b. To assist in planning active duty schedules and to preclude the issuance of letters of active duty notifications, any ROTC student planning to request delay under the provisions of this chapter subsequent to his graduation and commissioning must so indicate such intent, as follows:
(1) Submit, by 180 days prior to date of graduation and commissioning, a letter indicating his intent to apply for a delay.
(2) Submit the letter through his professor of military science to the appropriate area commander, and include the following in such letter:
   (a) Reason for which he intends to apply for delay.
   (b) If appropriate, name and location of the school he plans to attend or has made application for enrollment; and
   (c) Identify the course or courses he intends to pursue.

c. The letter of intent to apply for a delay is informative only and is not to be used as the basis for granting a delay. Formal application for delay must be submitted in accordance with paragraph 25.

23. Jurisdictional control. The major commander, exercising appointment authority under paragraph 4, AR 145-100, is responsible for the actions prescribed below until such time as the ROTC officer enters on his initial tour of active duty.
a. Maintaining control over the ROTC officer, his personnel records, and strength accountability for such officer.
b. Processing all requests for delays and rendering final decisions thereon, except as otherwise provided in paragraph 18c.
c. Notifying the applicants of decisions rendered on their applications.
d. When application for delay has been approved, advise applicant of his responsibility to report any change which may affect the continuation of his delay status. The following are some types of changes required to be reported:
(1) Failure to continue the education for which delay was granted.
(2) A move or transfer from an educational institution.
(3) Deviation in pursuit of study.
(4) Change from full-time study to part-time study.

(5) Unsatisfactory grades.

(6) When conditions necessitating delay no longer exist.

(7) Upon obtaining a degree.

e. Submit reports (CSGPA-243(RE)), prescribed in paragraph 26.

f. Insuring that ROTC officers are scheduled for their initial period of active duty under announced active duty quotas or ACDUTRA when the conditions necessitating the delay no longer exist or after termination of authorized period of delay.

24. Reserve assignment. ROTC officers will not be required to participate in Reserve training in the interim between appointment and reporting for active duty, or ACDUTRA, except on a voluntary basis (see AR 135–90). All ROTC officers, during such interim period, will be assigned in accordance with AR 140–10. ROTC officers who have been granted delays will be encouraged to continue their military training; either through voluntary participation in Reserve training, by enrolling in Army Extension Courses, or by voluntarily assisting in the Army ROTC program at the college or university in which enrolled.

25. Request for delay. Applications for delay will be submitted in single copy only, except if otherwise directed by the appropriate major commander.


(1) Applications for Category A delay will be—

(a) Submitted on DA Form 591 (Application for Delay for Educational Purposes—Supplemental Active Duty and Reserve Participation Agreement); and

(b) Countersigned by the appropriate official of the University Department or College or be accompanied by evidence of enrollment or acceptance of enrollment.

(2) Applications for Category B, C, or D delay will be—

(a) Submitted in letter form in accordance with the format shown in figure 2; and

(b) If based upon extreme personal or community hardship, accompanied by documentary evidence substantiating such hardship conditions.

d. To whom submitted. Applications for delay will be submitted—

(1) Direct to the appropriate major commanders by those applicants applying for such delay subsequent to date of graduation and commissioning; or

(2) Through the PMS to the appropriate major commander, when applicant is requesting delay prior to date of graduation and commissioning.

c. When submitted. Applications for—

(1) Category A will be submitted as soon as the officer is able to furnish evidence of enrollment or acceptance in an educational institution.

(2) Other than Category A delay will be submitted immediately upon the—

(a) Occurrence of the situation whereby the officer may be eligible for delay; or

(b) Receipt of orders to active duty.

SUBJECT: Application for Delay In Reporting for Initial Period of
(Active Duty) (Six months Active Duty for Training)

THRU: (PMS) (if appropriate)

TO: (appropriate major commander)

1. I, ____________________________________________ ,

(Grade) (Name) (Branch) (Service No.)

request that I be granted a delay in reporting for my initial period of (active duty) (6 months active duty for training) for the period and reasons indicated below.

a. Delay is requested for a period of ______ months, beginning on ______ and ending on ______.

b. Reason for delay is__________________________________________________________

2. The following information is furnished:

a. I (was tendered) (will be tendered) an appointment as a Reserve commissioned officer of the Army on ____________________________ , by ________________________________ .

(Major commander who tendered or will tender appointment)

Figure 2
c. I (have) (have not) been granted previous delays. (If previously delayed, furnish periods of delay and reasons for such delay.)

3. The following letters and other documents are submitted as inclosures to this letter:

4. I understand that:
   a. Upon termination of my current delay status, the determination as to whether I serve on active duty for two years, or on active duty for training for six months, rests with the Department of the Army.
   b. Delay may be terminated at any time because of overriding military consideration.

26. Delay status of ROTC officers (Reports Control Symbol CSGPA-243(R2)).
   a. Purpose.
      For planning and monitoring purposes, Headquarters, Department of the Army, requires a report of ROTC officers authorized delays under the provisions of this chapter.

   b. Preparing agencies.
      Major commanders exercising appointment authority under paragraph 4, AR 145-100, are responsible for the preparation and submission of the report.

   c. Frequency, due date, and routing.
      (1) The report will be prepared on a quarterly basis, as of 31 March, 30 June, 30 September, and 31 December, of each year.
      (2) The report will be dispatched in single copy only not later than 15 working days following the end of the reporting period to Chief of Personnel Operations, ATTN: RCPA, Department of the Army, Washington D.C.

   d. Preparation instructions.
      The report will be prepared on DA Form 2602-R (Delay Status of ROTC officers) (fig. 3) which will be reproduced locally on 8 1/2-inch paper. It will consist of four sections, Sections A through D, in accordance with the following instructions:
      (1) Section A will reflect the information described in lines 1 through 7, by the total number of officers in the appropriate category.
      (2) Section B will reflect the total number of officers that will be available for active duty from a delay status within the period prescribed in lines 8 through 10.
      (3) Section C will furnish the following information:
         (a) Line 11—the total number of officers transferred to the Standby Reserve within the period of the report.
         (b) Line 12—the total number of officers commissioned in the Army Medical and Dental Early Commissioning Program (AR 135-30) within the period of the report.
      (4) Section D of the report is for the purpose of determining the total period of delay status needed by category officers to complete the studies for which delayed. This part of the report will show, by fiscal year increments, beginning with the first succeeding fiscal year of reporting date, the total number of such officers who, based upon their declaration (see Items 16 and 17, DA Form 591), will complete their studies during the appropriate fiscal year.
### SECTION A - DELAY STATUS BY CATEGORY

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<thead>
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<th>LINE</th>
<th>ITEM</th>
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<tr>
<td>1</td>
<td>INITIAL DELAYS GRANTED DURING REPORTING PERIOD</td>
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<tr>
<td>2</td>
<td>RENEWALS OF DELAY GRANTED DURING REPORTING PERIOD</td>
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<td>3</td>
<td>DELAYED FOR 12 MONTHS OR LESS</td>
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<td>4</td>
<td>DELAYED OVER 12 MONTHS THROUGH 24 MONTHS</td>
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<td>DELAYED OVER 36 MONTHS THROUGH 48 MONTHS</td>
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<tr>
<td>7</td>
<td>DELAYED OVER 48 MONTHS</td>
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### SECTION B - AVAILABILITY FOR ACTIVE DUTY FROM DELAY STATUS BY CATEGORY

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<td>AVAILABLE WITHIN PERIOD OF REPORT</td>
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<td>9</td>
<td>AVAILABLE DURING REMAINDER OF CURRENT FY</td>
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<td>10</td>
<td>AVAILABLE DURING SUCCEEDING FY</td>
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### SECTION C - NONAVAILABILITY FOR ACTIVE DUTY FOR REASONS OTHER THAN DELAY

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<td>TRANSFERRED TO THE STANDBY RESERVE</td>
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<td>COMMISSIONED IN THE ARMY MEDICAL AND DENTAL EARLY COMMISSIONING PROGRAM (AR 135-30)</td>
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### SECTION D - COMPLETION OF STUDIES, CATEGORY A OFFICERS

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<td>16</td>
<td>DURING FY (Fourth succeeding FY)</td>
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DA FORM 2602-R, 1 Sep 62

*Figure 3*
CHAPTER 3
READY RESERVISTS—DELAY OR EXEMPTION FROM INVOLUNTARY ORDER TO ACTIVE DUTY

Section I. GENERAL

27. Scope. a. The provisions of this chapter become effective when units and individual members of the Ready Reserve are being involuntarily ordered to active duty pursuant to law.

b. Delay or exemption from involuntary active duty may be authorized members of the Ready Reserve only under the conditions outlined in this chapter, except as otherwise provided in c below.

c. Headquarters, Department of the Army, may issue separate instructions authorizing delays or exemptions under conditions other than those outlined in this chapter, when in the national interest, dependent upon the circumstances and subject to the needs of the military service at the time involuntary order to active duty is authorized. These instructions may include provisions whereby—

(1) Members of the Ready Reserve Reinforcement Pool (AR 135-301) who are enrolled as students or employed as teachers may be authorized delays until they complete the quarter or semester in which enrolled or employed at the time they are alerted for or ordered to involuntary active duty; and

(2) ROTC officers, who have been granted delay for the purpose of pursuing graduate or professional studies (Category A), may be continued in a delay status until completion of the quarter or semester in which enrolled or until completion of the degree program.

28. Delay and exemption policies. a. Special registrants. Medical, dental, veterinary, and allied medical science registrants allocated to the Department of the Army by Selective Service System through special calls have been determined by Selective Service to be available for immediate active duty. These registrants are processed for a commission and active duty pursuant to AR 601-54.

(1) Registrants who request delay or exemption prior to executing an oath of office as a commissioned officer will be advised that they are under the jurisdiction of Selective Service and such requests should be submitted concurrently to their local draft board and to the appropriate State Director of Selective Service.

(2) Delay or exemption of registrants who have executed an oath of office as a commissioned officer is authorized only when it can be demonstrated that an extreme personal or community hardship has developed since the oath of office was executed.

b. Other members of the Ready Reserve. Members of the Ready Reserve, other than those described in a above, may be granted a delay in reporting for active duty or exemption from active duty, under the conditions outlined below:

(1) High school students. Any member of the Ready Reserve who is a high school student on the date he or his unit of assignment is alerted for or ordered to involuntary active duty, under the conditions outlined below:

(2) Ready reservists in a drill pay status. Delay or exemption is authorized for Ready reservists who are in a drill pay status, other than high school students, only in exceptional cases when the involuntary order to active duty will result in extreme personal or community hardship (pars. 12 and 13).

(3) All other Ready reservists. Delay or exemption of all Ready reservists, other than those described in (1) and (2) above,
is authorized in accordance with either of the following criteria:

(a) In exceptional cases when the involuntary order to active duty will result in an extreme personal or community hardship (pars. 12 and 13); or

(b) If the circumstances would qualify the member for removal from the Ready Reserve under AR 135-133 or NGR 28, either by transfer to the Standby Reserve, discharge, or other appropriate action; and they either—

1. Requested removal from the Ready Reserve before receiving first notice of alert, either by receipt of orders for active duty or by other means of notification; or

2. Have good and sufficient reason for not having a timely request for removal from the Ready Reserve.

29. Period of delay. a. Commanders responsible for delay and exemption procedures are authorized to grant delays for the periods prescribed below:

(1) Normally, period of delay should not exceed 30 days from the date on which the reservist is initially designated to report for active duty. However, if the merits of the case so warrants, delay may be authorized not to exceed a maximum of 60 days from date of initial designation reporting date.

(2) Within the limitations imposed (1) above, in those instances wherein a final determination cannot be made on application for delay or exemption, a temporary delay may be authorized pending final action on such application.

b. Delays in excess of the periods prescribed in a above may be granted by Headquarters, Department of the Army, under the conditions outlined in paragraph 37b.

Section II. RESPONSIBILITIES

30. General instructions. a. Requirement for a board of officers. Each headquarters charged with administrative delay or exemption procedures will convene a board of at least three officers to consider applications for delay or exemption from involuntary order to active duty, except as otherwise provided in b below. At least one member of the board will be a Medical Corps officer when requests submitted by Army Medical Service personnel for delay for community hardship are being considered.

b. Exceptions. Members of the Ready Reserve who are students in high school and who have not reached the age of 20 will be granted delay or exemption from involuntary order to active duty, based upon their request, and documentary evidence of their student status.

31. Responsibility for granting delays and exemptions. Except as otherwise provided in these regulations, responsibility for granting delays and exemptions is delegated to the following:

a. The commanding general of a ZI army or of an oversea command is responsible for the determination of all requests for delays and exemptions submitted by ROTC officers under their immediate jurisdictional control (ch. 2).

b. The adjutant general of each State, Commonwealth of Puerto Rico, and the District of Columbia, is responsible for the determination of all requests for delays and exemptions submitted by ARNGUS members within his jurisdiction.

c. The commanding general of a U.S. Army Corps, or an oversea command, is responsible for the determination of all requests for delay and exemptions submitted by USAR members, except as otherwise provided in these regulations.

32. Responsibility for considering appeals. a. The commanding general of a ZI army or an oversea command is responsible for rendering a decision on all appeals for reconsideration of denial of requests submitted by members of the USAR.

b. The adjutant general of each State, Commonwealth of Puerto Rico, or the District of Columbia, is responsible for rendering a decision on all appeals for reconsideration of denial of requests submitted by members of the ARNGUS.

33. Discharge provisions. When the board of officers, in considering an applicant's request for
exemption from involuntary active duty and dis-
charge from his status as a Reserve of the Army,
recommends approval of the request, the member
will be discharged in accordance with paragraph
39 or 40, when his request has been approved by
the approving authority.

Section III. PROCEDURES

34. Procedures for initiating requests. a. Indi-
dividuals authorized to initiate request. Any
member of the ARNGUS or USAR who has been
alerted for or ordered to involuntary active duty
either as a member of a unit or as an individual.

b. To whom submitted.
   (1) ARNGUS personnel. Application will
   be submitted to member’s unit commander
   who will immediately forward it, to-
   gether with applicant’s records, to the
   appropriate State adjutant general.

   (2) USAR personnel. Applications submit-
   ted by USAR members will be submitted
   as follows:
      (a) Any ROTC officer, retained under the
      immediate jurisdictional control of the
      major commander (par. 23) will sub-
      mit his application direct to the appro-
      priate major commander.

      (b) A member of a USAR unit will sub-
      mit his application to his unit com-
      mander who will immediately forward
      it, together with applicant’s records,
      to the appropriate U.S. Army Corps
      commander.

      (c) A nonunit member, except as provided
      in (a) above, will submit his applica-
      tion direct to the appropriate U.S.
      Army Corps commander.

35. Request for delay or exemption. All re-
quests for delay or exemption will be submitted in
letter form, furnishing the reasons for such re-
qust, together with the appropriate information,
documentary evidence, and other statements, as
prescribed in this paragraph.

   a. Requests for delay. Any member applying
   for delay on the basis of extreme personal or com-
   munity hardship must include, in his application,
   the following:
      (1) Documentary evidence of such hardship
      condition; and
      (2) Date of inception of the hardship condi-

   b. Requests for exemption. Request for exemp-
   tion will include, in addition to the information
   required to determine eligibility for transfer, the
   appropriate information prescribed in (1) or (2)
   below, dependent upon the basis for such request.
   All requests, except those submitted by high school
   students, must be accompanied by a “Statement
   of Understanding and Request for Discharge”
   (fig. 4).
      (1) Applications submitted on the basis of
      extreme personal or community hardship
      will include the documentary evidence
      and other information prescribed in (1)
      and (2) above.

      (2) Applications submitted by Ready Re-
      serve members, not in a drill pay status,
      on the basis of eligibility for transfer to
      the Standby Reserve under AR 135–133
      or NGR 26, will include the information
      outlined in (a) or (b) below, whichever
      is appropriate.

         (a) If timely request for transfer was made
         prior to date of alert or order to active
         duty, furnish evidence of such request
         to include the date thereof, or re-
         ference to such evidence, if not avail-
         able.

         (b) When timely request for transfer was
         not submitted prior to date of alert or
         order to active duty, present good and
         sufficient reason(s) for not having
         made a timely request.
Subject: Statement of Understanding and Request for Discharge

"I understand that if my request for exemption is approved, that I will be discharged from my status as a Reserve of the Army, unless I elect and am eligible for transfer to the Retired Reserve. I further understand that I may, if obligated, be transferred to the Standby Reserve in lieu of discharge and be retained therein for availability for mobilization at such time as the reason for my exemption no longer exists. I also understand that if I am transferred to the Standby Reserve I will not be permitted to participate in any reserve training whereby I may be eligible to earn retirement points or to receive Federal pay, until such time as I have performed active duty, other than for training, subsequent to the transfer to the Standby Reserve.

"I hereby request discharge from my status as a Reserve of the Army, if such discharge is considered to be appropriate as a condition to my being granted an exemption from involuntary active duty. If I am eligible for transfer to the Retired Reserve, I elect such transfer in lieu of discharge."

(Signature)  (Grade)  (ASN)

(Date)

Figure 4

36. Availability of records. It is important that all personnel records pertinent to the proper evaluation of an application for delay or exemption are available. Therefore—

a. Unit custodians will forward all pertinent records, together with the application, to the appropriate headquarters authorized to grant delays and exemptions.

b. Records will be returned to the proper custodian immediately upon completion of the evaluation.

37. Action on requests for delay or exemptions. a. Requests will be considered only upon written application submitted by the member concerned. Requests which do not contain the complete information, documentary evidence, and other required data, will be returned to the individual with specific indication of the additional information desired.

b. In those exceptional cases when requests of USAR members for delay in excess of 60 days are recommended for approval by the appropriate commander, such requests will be forwarded to Chief of Personnel Operations, ATTN: RCPA-O, Department of the Army, Washington 25, D.C., for final consideration.

c. Requests for delay or exemption submitted on the basis of extreme personal or community hardship—

(1) May be considered when the extreme personal or community hardship condition occurs not more than 6 months prior to receipt of alert or active duty orders.

(2) May not be considered when such hardship condition existed at the time applicant submitted DA Form 1140 (Army Reserve Qualification Questionnaire) or DA Form 1140-1 (Army Reserve Status Verification Questionnaire) (to be published in near future and prescribed by revision of AR 140-25), whichever is the most recent, and applicant failed to request transfer from the Ready Reserve under AR 135-133 for such hardship condition.

38. Boards of officers. Boards of officers, in considering requests for exemption, will be governed by the policies and instructions outlined below.

a. General.

(1) Members of the Ready Reserve, whose requests for exemptions are approved, are required to be removed from the Ready Reserve under provisions of AR 135-133. Disposition of such individuals will be in accordance with (a) or (b) below, whichever is appropriate.

(a) Nonobligated members will be discharged from their status as Reserves of the Army unless they are eligible for, and elect transfer to, the Retired Reserve.

(b) Obligated members will be either—

1. Discharged from their status as Reserves of the Army; or

2. Transferred to the Standby Reserve and assigned to a USAR Control Group (Ineligibles).

(2) Obligated members who are transferred to the Standby Reserve by reason of be-
ing exempted from involuntary active duty and subsequently assigned to a USAR Control Group (Ineligibles) will not be permitted to participate in any reserve training for which they may earn retirement points or be entitled to receive pay from Federal funds, until they have served in the active military service, other than for training, subsequent to transfer to the Standby Reserve.

b. Delay in lieu of exemption. When, in the opinion of the board of officers, the circumstances surrounding the request for exemption because of personal or community hardship warrants delay rather than exemption, the board will recommend that the applicant be authorized delay.

c. Recommendations.

(1) When the board of officers recommends approval of an applicant's request for exemption, the board must also include an appropriate recommendation for the removal of applicant from a Ready Reserve status either by discharge or transfer, as outlined in a above, subject to the provisions of (2) below.

(2) In the case of an obligated member, the board will recommend discharge of the applicant only in those instances wherein it is determined that the member's retention in the Reserve is not in the best interests of the service.

39. Final actions by the State adjutants general. The appropriate State adjutant general will insure that the final actions outlined below are taken on requests for delay and exemption submitted by members of the ARNGUS under his jurisdiction.

a. The member is notified of the decision rendered on his application for delay or exemption.

b. When the request is denied, notify the member of such denial and reason therefor, together with his right to appeal such decision.

c. When, based upon the recommendations of a board of officers, the member's request for exemption is approved and the individual is separated from the Army National Guard under the provisions of NGR 20-4 or NGR 25-3, the following appropriate actions will be taken:

(1) When separation from the Army National Guard of the State is based upon the approved recommendations of a board that the member's request for discharge from his status as a Reserve of the Army be accepted—

(a) An enlisted member will be concurrently discharged from his enlistment as a Reserve of the Army.

(b) In the case of an officer, a signed copy of the officer's request for discharge as a Reserve of the Army and acceptance of his request for discharge from his Army National Guard status will be forwarded to the Army area commander with pertinent records in accordance with provisions of NGR 20-4.

(2) When the board recommends the individual be retained and separation is effected from the Army National Guard only, copy of the orders effecting the separation of the member from his Army National Guard State status and assignment to the Army Reserve together with pertinent records will be forwarded to the appropriate U.S. Army Corps.

d. When a delay or exemption is granted, appropriate orders will be immediately transmitted to—

(1) The appropriate area commander, in all cases.

(2) The appropriate corps commander only in those cases wherein the member concerned is assigned to the Army Reserve under NGR 26 and transferred to the Standby Reserve concurrent with being granted an exemption under provisions of c(2) above.

40. Action by commanders of U.S. Army Corps. The corps commander responsible for the administration of delay and exemption procedures over the USAR members concerned will take the actions outlined below on requests for delay or exemption submitted by such members.

a. Notify the reservist of the decision rendered on request for delay or exemption.

b. When the request is denied, notify the member of such denial and reason therefor, together with his right to appeal such decision.
c. When, based upon the recommendations of a board, the member's request for exemption is approved, the following appropriate action will be taken concurrent with granting the exemption:

(1) Effect the discharge of the member concerned from his status as a Reserve of the Army, provided such discharge was included in the recommendations of the board.

(2) Effect the transfer to the Standby Reserve and assignment to USAR Control Group (Standby—Ineligible) of the member concerned, when the board recommends such transfer in lieu of discharge action.

d. When requests for delay or exemptions are granted, appropriate orders will be issued in accordance with AR 310-10. Copies of such orders will be immediately transmitted to:

(1) The member concerned.
(2) The appropriate Army commander.
(3) The unit commander or records custodian, if appropriate.

41. Appeals. a. General. Appeals for reconsideration of denial of requested delay or exemption may be considered when the member can furnish additional evidence which may warrant further review of his original request. When the basis of the appeal is for reasons other than furnished in the original request, such requests will be processed as an initial request for delay or exemption.

b. How submitted. Applications for appeals will be submitted in accordance with instructions provided in these regulations for initial requests for delays and for exemptions. The request for appeal will contain the reason for such appeal and will be accompanied by the additional evidence which is the basis for the appeal.

c. Channels for appeal.

(1) Members of the ARNGUS. ARNGUS members will submit their requests for appeals to the commander of the unit of assignment, who in turn will forward the request together with all pertinent records direct to the appropriate State adjutant general.

(2) Members of the USAR.

(a) ROTC officers will submit their appeals direct to the appropriate Army commander.

(b) Other members of the USAR will submit their appeals through their unit commander, if assigned to a unit, or direct to the appropriate corps commander, if not assigned to a unit. All such appeals will be forwarded to the area commander, together with all pertinent records.

42. Necessity for prompt action. a. All initial requests and appeals for delay or exemption will be acted upon with all possible promptness by every agency processing them. Every positive action will be taken to notify an applicant of final action as soon as possible and in all cases, if possible, prior to the date he must depart from his home to comply with orders. Telegraphic notifications will be used freely.

b. When the commander responsible for taking final action on such requests is unable to make a final determination of the case before the date the individual is to report for duty, he may, if he considers it appropriate, grant a temporary delay under provisions of paragraph 29b.
CHAPTER 4
STANDBY RESERVISTS—DELAY IN REPORTING FOR INVOLUNTARY
ACTIVE DUTY

Section I. DELAY POLICIES

43. Scope. This chapter governs the delay in reporting for involuntary active duty of those members of the Standby Reserve who have been determined by Selective Service authorities to be available for active duty in time of war or national emergency declared by Congress.

44. Delay and exemption policies. Members of the Standby Reserve may be authorized temporary delays in reporting for involuntary active duty, or total exemption from such duty, under the conditions outlined below.

   a. Criteria. Requests for delay or exemption may be approved only for extreme personal hardship conditions which arose subsequent to the determination by Selective Service authorities of the member’s availability for active duty.

   b. Period of delays. Delays may be authorized for the minimum period required to alleviate the hardship condition, or to permit the redetermination of the member’s availability category by Selective Service authorities. Maximum period of delay will not exceed 60 days.

   c. Exemption. An exemption from the requirement to perform active duty may be granted only when the appropriate Selective Service authorities, after reconsideration, have determined the member as not available for active duty.

Section II. RESPONSIBILITIES AND PROCEDURES

45. Requirement for a board of officers. The Commanding Officer, U.S. Army Records Center, will convene a board of at least three officers to consider applications for delay or exemption. Members of the board will be experienced officers familiar with the provisions and intent of chapters 3 and 4. At least one member of the board will be a Medical Corps officer when requests submitted by Army Medical Service personnel for delay or exemption for community hardship are being considered.

46. Responsibility for granting delays and exemptions. The Commanding Officer, U.S. Army Records Center, St. Louis, Mo., is responsible for the determination of all requests for delay and exemption.

47. Responsibility for considering appeals. Responsibility for rendering decisions on all appeals for reconsideration of a denial of request for delay or exemption is retained by Headquarters, Department of the Army. All such appeals will be forwarded to Chief of Personnel Operations, ATTN: RCPA-O, Department of the Army, Washington 25, D.C.

48. Discharge provisions. The discharge provisions prescribed in chapter 3 also apply to members of the Standby Reserve.

49. Procedures. The procedures prescribed in chapter 3 also apply to this chapter, except as otherwise provided in paragraph 50.

50. Redetermination of availability category. Responsibility for redetermination of availability category of a Standby reservist rests with the appropriate Selective Service authorities. The following provisions apply when a member requests exemption from involuntary active duty and his re-
quest is recommended for approval by the board of officers.

a. Delay may be authorized to permit the appropriate Selective Service authorities to reconsider the merits of the case.

[AG 210.455 (24 Aug 62) RCPA]

BY ORDER OF THE SECRETARY OF THE ARMY:

G. H. DECKER,
General, United States Army,
Chief of Staff.

Official:

J. C. LAMBERT,
Major General, United States Army,
The Adjutant General.

Distribution:

Active Army: To be distributed in accordance with DA Form 12-9 requirements for DA Regulations, Reserve Components, General—C.

NG and USAR: To be distributed in accordance with DA Form 12-9 requirements for DA Regulations, Reserve Components, General—A.

d. The application, together with documentary evidence, will be forwarded to the appropriate local board or Selective Service State Director, requesting reconsideration and redetermination of the reservist's availability and category.