

601-25

C2 ARMY REGULATIONS

AR 601-25

al, S/S 1967

PERSONNEL PROCUREMENT

DELAY IN REPORTING FOR AND EXEMPTION FROM ACTIVE DUTY



HEADQUARTERS, DEPARTMENT OF THE ARMY

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HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 26 July 1967

PERSONNEL PROCUREMENT

DELAY IN REPORTING FOR AND EXEMPTION FROM ACTIVE DUTY

AR 601-25, 5 August 1966, is changed as follows:

✓ Page 5. Paragraph 11h(3) is added after paragraph 11h(2).

✓ (3) As an exception to (2) above, medical, dental, or veterinary schools are restricted to institutions located geographically in the continental United States, Hawaii, Alaska, Puerto Rico, or Canada.

✓ Page 5, paragraph 11i. In line 2, the word "Ready" is deleted.

✓ Page 5. Paragraph 11k is superseded as follows:

✓ *k. Seasonal employment.* Employment which is not continuously active or not at peak operation during the whole of a calendar year and which will not be available to an ROTC officer if he is scheduled to enter on active duty during the 6-month period immediately following graduation and appointment or termination date of current delay status, whichever date is the later.

✓ Page 5, paragraph 11l. In lines 9 and 10 "at the regularly scheduled time" is changed to read "during the 6-month period immediately following graduation and appointment or termination date of current delay status, whichever date is the later."

✓ Page 7. Paragraph 17b(1) is superseded as follows:

(1) ROTC officers who received Army scholarship assistance will not be authorized Category A, B, or D delay under this regulation except under the following circumstances:

(a) ROTC students who wish to compete for fellowships, scholarships, or grants of national or international significance offered by a corporation, fund, foundation, or educational institution that is organized and operated primarily for scientific, literary, or educational purposes such as the National Science

Foundation, Atomic Energy Commission, or Rhodes Scholarship may:

1. Submit a request through military channels not later than 120 days prior to graduation to the Commanding Officer, U.S. Army Reserve Components Personnel Center, ATTN: RCPA-O, Fort Benjamin Harrison, Indianapolis, Ind. 46249 to obtain permission to compete for a scholarship. Request will contain the name and address of the institution where study or other program will be performed, transcripts of all education completed to date, length and outline of course of research program, degree to be obtained (if applicable) and particulars on the fellowship, scholarship, or grant, under consideration. Request will be accompanied by an application for delay executed in the same manner as prescribed in paragraph 28a. Interim approval of the request and the accompanying application for delay will be made at Headquarters Department of the Army based upon the individual merits of each case. When notified that the fellowship, scholarship, or grant has been awarded, the ROTC student will immediately forward complete documentary evidence of the award to Commanding Officer, U.S. Army Reserve Components Personnel Center, Fort Benjamin Harrison, Indianapolis, Ind. 46249 so that final approval may be granted and delay instructions issued to the appropriate area commander.
2. Individuals who have received notification of selection for appointment in the Regular Army upon attain-

○ This change supersedes message DA OPO RCPC 31, 12 May 1967, and DA OPO RCPC message 41, 26 June 1967.

ment of a baccalaureate degree will apply for delay in accordance with regulations applicable to Regular Army appointees.

(b) ROTC graduate officers selected by

✓ Page 9. Figure 1 is superseded as follows:

Section IV. SUPPLEMENTAL ACTIVE DUTY AND RESERVE PARTICIPATION AGREEMENT (DA Form 591)

I, the undersigned Reserve officer, hereby agree and consent, that upon the expiration of delay, to being ordered to active duty or to active duty for training, as determined by Department of the Army, and subject to the further orders of the Secretary of the Army, I will serve:

- On active duty as a commissioned officer for a period of not less than 2 consecutive years, and, upon my release from active duty, remain a member of and serve satisfactorily in the Ready Reserve for a period of not less than 2 years, subject to the further orders of the Secretary of the Army. I understand that I am required to serve the above period of active duty and Ready Reserve service and remain a member of the Reserve until the sixth anniversary date of my original appointment in the USAR, whichever is the longer period.
- On active duty as a commissioned officer for a period of not less than 3 consecutive years from the date I successfully complete the Active Army initial flight training course (AR 611-110), and, upon my release from active duty, remain a member of and serve satisfactorily in the Ready Reserve for a period of not less than 1 year, subject to the further orders of the Secretary of the Army. I understand that I am required to serve the above period of active duty and Ready Reserve service and remain a member of the Reserve until the sixth anniversary date of my original appointment in the USAR, whichever is the longer period.
- On active duty as a commissioned officer for a period of not less than 4 consecutive years on the basis of receipt of Army scholarship assistance (PL 88-647), and upon my release from active duty, remain a member of the Reserve until the sixth anniversary date of my original appointment in the USAR.
- On active duty for training as a commissioned officer, if not required to serve on active duty, for a period of 3-6 months, and upon my return from active duty for training, remain a member of and serve satisfactorily in the Ready Reserve until the eighth anniversary date of my original appointment in the USAR.

Signature of applicant

Date of application

(The officer completing this Statement of Understanding will make an "X" in the appropriate box above as pertains to his active duty or ACDUTRA, and Reserve participation requirement.)

Figure 1.

✓ Page 10. Paragraph 21a(2) is rescinded.

✓ Page 10. Subparagraphs 21b and c are superseded as follows:

B. Jurisdictional control. Category B officers will be transferred to the jurisdictional control of the CO, USAAC subsequent to approval of delay. This requirement is not applicable to AMEDS officers participating in the Berry Plan 1-Year Delay (AR 135-50).

✓ *c. Period of delay.* Delay will be for a minimum required period NOT to exceed 1 year. Re-

Headquarters, Department of the Army to continue their education to meet the professional requirements for assignment in MC, DC, VC, or JAGC branches.

newal of delay may be authorized as required. Requests for renewal of delay which will exceed 4 years will be prepared and substantiated in the same manner as prescribed in paragraph 20c prior to forwarding to CO, USARCPC.

✓ Page 10. Paragraph 23a is superseded as follows:

va. Definition. Category D is an officer who—

- (1) Desires to avail himself of the opportunity for seasonal or initial employment, or.

- (2) Has obtained a degree in a professional field and is required to undergo State examination for licensing or certification in his professional field.

✓ Page 10. Paragraph 23c is superseded as follows:

c. *Period of delay.* Delay may be granted not to exceed a maximum period of 6 months and will be effective from the date of graduation and appointment or upon termination of current delay, whichever date is the later.

✓ Page 11. Subparagraphs 26a (8) and (9) are added after paragraph 26a(7).

- ✓(8) Publishing orders, as required, detailing officers granted initial category delay to pursue subjects identified by the following codes in AR 330-330 to MSC branch prior to transfer of the officers to USAR Control Group (Delayed), USAAC, St. Louis, Mo.

203—Entomology

205—Parasitology, General

208—Medical Microbiology

420—Public Health Sanitary Engineer

All codes in the medical sciences grouping listed in AR 330-330.

[RCPC]

By Order of the Secretary of the Army:

Official:

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

Distribution:

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

- ✓(9) Publishing orders, as required, detailing officers granted initial Category A delay to pursue study in religion—Theology, subject Code 114 (AR 330-330) to Staff Specialist branch MOS 0001 prior to transfer of the officers to USAR Control Group (Delayed), USAAC, St. Louis, Mo.

✓ Page 13. Paragraph 29d(1) is superseded as follows:

- ✓(1) Quarterly feeder reports will be prepared in letter format indicating the total Category A and B delays granted to become effective during the period for those officers whose records have been transferred to USAAC. A listing of officers by name, rank, service number and basic or detail branch, will be attached to the feeder report. Negative reports are required when appropriate.

✓ Page 15. Paragraph 4a, figure 2, is superseded as follows:

✓a. Upon termination of delay status, the determination as to whether I serve on active duty or active duty for training for the prescribed period rests with The Department of the Army.

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

ARMY REGULATION }
No. 601-25HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 5 August 1966

PERSONNEL PROCUREMENT

DELAY IN REPORTING FOR AND EXEMPTION FROM ACTIVE DUTY

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This regulation supersedes AR 601-25, 11 September 1962, including C 1, 1 July 1963 and C 2, 18 May 1965.

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CHAPTER 1 GENERAL PROVISIONS

Section I. GENERAL

1. Purpose. This regulation prescribes 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 (AR-NGUS) and of the Army Reserve (USAR).

2. Scope. *a.* This regulation applies 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, this regulation also applies 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 circum-

stances that may arise and result in extreme undue hardship, or for other cogent reasons. The policies are contained in the following chapters of this regulation:

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 may be suspended by Headquarters, Department of the Army 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 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 and scope.** 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.** AMEDS officers who elect assignment to TOE and TD units will be ordered to active duty as set forth in AR 135-300.

10. **AMEDS officers not in a drill pay status.** 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 135-50.

- (3) Dental Corps officers participating in professional training under the Armed Forces Reserve Dental Officer Commissioning Program. See AR 135-50.

- (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 or an accelerated internship, as appropriate.

Section III. DEFINITIONS AND CRITERIA FOR HARDSHIP CONDITIONS

11. **Definitions.** As used in this regulation, 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 2 consecutive semesters or 3 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 either the date the member is available to report for his active duty tour or the reporting date specified in his orders to active duty.

e. Exemption. Total relief from the requirement to report for his active duty tour or the reporting date specified in his orders to active duty.

f. Full-time course of instructions. 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.

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 institution of higher education is defined as follows:

- (1) An educational institution, located within CONUS, listed in Part 3, The Education Directory, Higher Education, published annually by the Office of Education, Department of Health, Education, and Welfare.

- (2) A recognized degree granting educational institution, located outside CONUS, listed in one of the following

publications (these publications may be purchased from the American Council on Education, Publications Division, 1785 Massachusetts Avenue N.W., Washington, D.C.):

(a) International Handbook of Universities, current edition, published by the International Association of Universities in Paris.

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

(3) *and sec. 1.*
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 which is not continuously active or not at peak operation during the whole of a calendar year and which will not be available to the individual if he is required to enter upon active duty at the regularly scheduled time.

l. Initial employment. Employment that is offered or accepted by an individual immediately subsequent to attainment of an educational degree and the employer has certified that the individual must 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. *see c 1*

m. Extreme personal hardship. Conditions under which the reservist's entry on active duty would have a substantial adverse effect upon member(s) of the reservist's family.

n. 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.~~

12. Criteria for hardship conditions.

a. *Extreme personal hardship.*

- (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 would 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) 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. *Extreme community hardship.* In general, this requirement will be met only when all of the following conditions are determined to exist:

- (1) The service performed by the reservist is essential to the maintenance of health, safety, or welfare of his community.
- (2) The service cannot be performed by other persons residing in the area concerned.
- (3) The reservist cannot be replaced in the community by another person who can perform such services.

Section IV. POLICIES GOVERNING DELAY OF STUDENTS PARTICIPATING IN OFFICER TRAINING PROGRAMS

13. 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.

14. 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.

15. 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, Fort Benjamin Harrison, Indianapolis, Ind. 46249.

CHAPTER 2

OFFICERS COMMISSIONED THROUGH THE ROTC PROGRAM—DELAY FROM ENTRY ON ACTIVE DUTY

Section I. GENERAL

16. General. *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 3-6 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 may be suspended by Headquarters, Department of the Army when units and individual members of the Ready Reserve are being involuntarily ordered to active duty pursuant to law.*

17. Scope. *a. Applicability.* Except as otherwise provided in *b* below, the provisions of this chapter apply to all ROTC officers, including those officers initially commissioned through the ROTC program, participating in the Army Medical Service Early Commissioning Program. See AR 601-140.

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, 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. When accepted for participation in this program, officers will be reflected as a loss on the next quarterly report required by paragraph 29b(1).
- (3) ROTC officers considered participants in the AMEDS Early Commissioning Program will not be called prior to completion of professional education.

18. Responsibility. The following commanders are responsible for the administrative actions prescribed in this chapter.

a. Major CONUS army and oversea commanders exercising appointment authority under paragraph 4, AR 145-100.

b. The Commanding Officer, U.S. Army Administration Center, St. Louis, Missouri (CO, USAAC).

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

19. 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.

20. 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. Subsequent to granting approval of an initial Category A delay, the officer will be transferred to the USAR Control Group (Delayed) under the jurisdictional control of the CO, USAAC, St. Louis, Mo. where he will remain assigned until entry on initial active duty tour (AR 140-10). ROTC officers who are granted Category A delay under this regulation because of enrollment in approved medical, dental, or veterinary schools will be considered as participants in the Medical Service Early Commissioning Program (AR 601-140); however, they will also be transferred to USAAC subsequent to approval of delay in the same manner as other Category A officers.

b. Period of delay. Applicants may be authorized delay for the periods prescribed below, provided they meet the eligibility requirements outlined in *d* below.

- (1) *Initial delay.* Period of initial delay may be for the minimum period re-

quired, 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 that period indicated in initial application as the 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, and for MC, DC, and VC officers who are delayed to complete their approved internship or residency:

c. Exceptions to maximum period of delay. Exceptions to the maximum period of delay authorized in *b*(3) 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 to include substantiating documents from institution officials, family doctor or minister as appropriate to the circumstances. Requests for renewal of delay which will exceed a total of 5 years will include a resume 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 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. CO, USAAC will forward such requests together with appropriate recommendation to Commanding Officer, U.S. Army Reserve Components Personnel Center (USARPC), ATTN: RCPAO, Fort Benjamin Harrison, Indianapolis, Ind. 46249.

d. Eligibility requirements. An applicant for delay under the provisions of this paragraph must meet the following eligibility requirements:

- (1) Must execute the "supplemental active duty 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) Must meet the following:
 - (a) For initial delay, the applicant must—
 1. Be enrolled, or accepted for enroll-

ment, as a degree student in the first regular semester or quarter commencing after the date of commissioning as an officer, or the next fall semester or quarter when the course of study is to begin only in the fall semester or quarter, e.g., medical or law school, and he is a mid-year appointee; and

2. *Be 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 at the same institution, with the same level degree objective, and in the same academic major professional field for which initially delayed; and
 3. If MC, DC, or VC, be undergoing an approved internship or residency.

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I, the undersigned Reserve officer, hereby agree and consent, that upon the expiration of the period of delay, to 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 3-6 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 9 or 6 months, as appropriate.

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.

21. **Category B.** *a. Definition.* Category B is an officer who has obtained an academic degree in—

- (1) Pharmacy or specialty allied to medicine 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; or~~
- (3) Medicine, and as an intern was tendered an appointment under the provisions of AR 135-14 for assignment to a USAR Troop Program unit vacancy upon completion of internship or residency.

~~*b. Jurisdictional Control.* Category B officers will remain under the jurisdictional control of the commander approving the delay until they enter on initial active duty tour, are screened to the Standby Reserve, are sooner separated, or are transferred.~~

~~*c. 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.~~

22. **Category C.** *a. Definition.* Category C is an officer who would suffer extreme personal or community hardship (para 12) as a result of entry on active duty.

b. Jurisdictional control. Category C officers will remain under the jurisdictional control of the commander approving the delay until they

enter on initial active duty tour; are screened to the Standby Reserve; or are sooner separated.

c. Period of delay.

- (1) Delay is authorized for a period not to exceed 6 months when the hardship condition is of a temporary nature and can be alleviated within the period prescribed.
- (2) Delay is not authorized when the hardship condition appears to be of a long duration and cannot be alleviated by a temporary delay. Under these conditions, action will be taken to screen the officer from the Ready Reserve in accordance with AR 135-133.

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

b. Jurisdictional control. Category D officers will remain under the jurisdictional control of the commander approving the delay until they enter on active duty, are screened to the Standby Reserve, or are sooner separated.

~~*c. Period of delay.* Delay may be granted not to exceed a maximum period of 6 months.~~

24. **Category X.** Category X is an officer whose category A, B, C, or D delay, including any renewals thereof, has been terminated but who will not enter on active duty with EDCSA during the same quarter in which delay was terminated. This is an administrative delay category to be used solely for accounting purposes.

Section III. PROCEDURES

25. **General.** *a.* Officers commissioned through the ROTC program each year normally are 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 or June of that 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 unnecessary issuance of letters of active duty notifications, any eli-

gible 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 (ROTC Graduate Branch Selection Record) prepared in accordance with 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 28a(1) (b) will—
 - (a) Submit by 180 days prior to date of graduation and commissioning or upon the occurrence of events whereby the officer concerned may be eligible for delay, a letter indicating 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. 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 28.

26. Jurisdictional control. a. The major CONUS army or overseas 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; or he is granted an initial Category A delay and his records are transferred to the juris-

dictional control of the CO, USAAC; or he is screened to the Standby Reserve; or he is sooner separated.

- (1) Maintaining control over the ROTC officer, his personnel records, and strength accountability for such officers.
- (2) Processing all requests for initial delay and making final decisions thereon.
- (3) Notifying applicants of decisions on requests for initial delay.
- (4) Advising the applicant whose initial delay has been approved of his responsibility to report any change which may effect the continuation of his delay to the area command headquarters or to the CO, USAAC if the officer is transferred as a result of approval of Category A delay. The following are some types of changes required to be reported:
 - (a) Failure to continue the education for which delay was granted.
 - (b) A move or transfer from the educational institution.
 - (c) Deviation in pursuit of study.
 - (d) Change from full-time to part-time study.
 - (e) Unsatisfactory grades.
 - (f) When conditions necessitating delay no longer exist.
 - (g) Upon obtaining a degree.
- (5) Advising applicant that requests for renewal of Category A delay must be submitted in the manner and within the time frames established in paragraph 28b(3) to the CO, USAAC.
- (6) Insuring that ROTC officers retained under their jurisdictional control are scheduled for their initial period of active duty under announced active duty quotas or ACDUTRA when conditions necessitating the delay no longer exist or after termination of authorized period of delay.
- (7) Submitting quarterly feeder reports to the CO, USAAC as prescribed in paragraph 29.

(8) - add c 1
(9)

b. The CO, USAAC is responsible for the actions prescribed below until such time as ROTC officers under his jurisdictional control enter on initial tour of active duty, or are screened to the Standby Reserve, or are sooner separated.

- (1) Maintaining control over ROTC officers who have been granted initial delay as set forth herein and who have been transferred to his jurisdictional control by major commanders concerned.
- (2) Processing requests for renewal of Category A delay and requests for initial Category B, C, or D delays submitted by officers whose Category A delay has been terminated, and making final decisions thereon, except as otherwise provided in paragraph 20c.
- (3) Notifying applicants of decisions on delay requests.
- (4) Advising the applicant of his continued responsibility as set forth in paragraph 26a(4) when application for renewal of delay has been approved.
- (5) Advising applicant that further requests for renewal of delay must be prepared and submitted as prescribed in paragraph 28b.
- (6) 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.
- (7) Submitting reports as prescribed in paragraph 29.

27. Reserve assignment. ROTC officers granted delay from entry on initial tour of active duty may be assigned and utilized only as prescribed in AR 140-10.

28. Request for initial delay or renewal of delay. Applications for initial delay or renewal of delay will be submitted as follows:

a. *Initial delay.* Applications for initial delay will be submitted in a single copy unless

otherwise indicated by the major commander. A copy of the delay request and action taken thereon will be filed in the officer's field personnel file.

(1) *How submitted.*

(a) Applications for Category A delay will—

1. Be submitted on DA Form 591; and
2. Be countersigned by the appropriate official of the university department or college or be accompanied by evidence of enrollment or acceptance of enrollment.

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

1. Be submitted in letter form in accordance with format shown in figure 2; and
2. If based upon extreme personal or community hardship, be accompanied by documentary evidence substantiating such hardship condition; or
3. If based upon initial employment, accompanied by specific information from the employer as follows: the general nature of the training program into which the individual will enter upon his employment; the beginning and ending date of the training course or cycle for which he is scheduled, verification that the training program for which he would be scheduled with subsequent employment will not be available upon his relief from active duty; or the completion of the training program at this time will insure him of reemployment with the organization upon his relief from active duty.

(2) *To whom submitted.* Applications for initial delay will be submitted—

(a) Direct to the major commander accomplishing the individual's appointment under paragraph 4, AR 145-100 by those applicants apply for such delay after they have graduated and been commissioned; or

(b) Through the PMS to the appropriate major commander when the applicant submits a request prior to graduation and commissioning.

(3) *When submitted.* Applications for—

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

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

1. Occurrence of the situation whereby the officer may be eligible for delay; or
2. Receipt of active duty orders.

b. Renewal of delay. Category A is the only type of delay for which a renewal may be authorized.

(1) *How submitted.*

- (a) Applications for renewal of Category A delay will be submitted on DA Form 591, and be
- (b) Countersigned by the appropriate official of the university department or college or be accompanied by evidence of enrollment or acceptance of enrollment.

(2) *To whom submitted.* Applications for renewal of delay will be submitted to the CO, USAAC.

(3) *When submitted.* Applications for renewal of delay will be submitted to the CO, USAAC, not later than 120 days prior to the date upon which current delay will expire, or as soon thereafter as institution officials will complete the certification required in Part II, DA Form 591.

(4) *Filing.* A copy of the DA Form 591 and action taken thereon will be filed in the officer's field personnel file.

29. Delay status of ROTC officers (Reports Control Symbol CSGPA-243(R4)). *a. Purpose.* For planning and monitoring purposes, Headquarters, Department of the Army requires

a report of ROTC officers authorized delay under the provisions of this chapter.

b. Responsibilities for preparation and submission of reports.

(1) *Quarterly reports.* Area commanders and the CO, USAAC are responsible for the preparation and submission of quarterly reports as set forth in *d* below and in the format indicated in figure 3. These reports will pertain only to those officers retained under the jurisdictional control of the headquarters preparing the report. Reports will be addressed to the Commanding Officer, U.S. Army Reserve Components Personnel Center, ATTN: RCPA, Fort Benjamin Harrison, Indianapolis, Ind. 46249.

(2) *Quarterly feeder reports.* In addition to the quarterly report referred to in (1) above, area commanders who grant initial delays will prepare feeder reports as described in *d*(1) below indicating the number of Category A delays granted which become effective during the period of the report for those officers whose records have been or will be transferred to USAAC. These reports will be addressed to the Commanding Officer, U.S. Army Administration Center, 9700 Page Boulevard, St. Louis, Mo. 63132.

c. Frequency and due dates.

(1) Reports referred to in *b* above will be prepared as of 31 March, 30 June, 30 September, and 31 December of each year.

(2) Quarterly reports will be dispatched in a single copy not later than 15 working days following the last day of each reporting period.

(3) Quarterly feeder reports will be dispatched in a single copy not later than 7 working days following the last day of each reporting period.

d. Preparation instructions.

(1) Quarterly feeder reports will be prepared in letter format indicating the

total Category A delays granted to become effective during the period for those officers whose records have been or will be transferred to USAAC. A listing of officers by name, rank, service number, will be attached to the feeder report. Negative reports will be required.

- (2) Quarterly reports will be prepared on DA Form 2602-R (Report of Delay Status of ROTC Officers) (fig. 3) which will be reproduced locally on 8 by 10½ inch paper. The report will consist of Sections A, B, and C which will be completed in accordance with the following instructions.

(a) *Section A, lines 1 through 16.* Entries in this section will include only those actions which become effective during the period covered by the report.

1. *Line 1.* Enter the number of officers who are in delay status as of the first day of the reporting period. The entries on this line should correspond to the entries on line 16 from the previous report. Officers in delay status who were assigned to USAR or ARNGUS units pending entry on active duty as formerly authorized by AR 140-10 should be included in the report.
2. *Line 2.* Enter the number of officers who entered on active duty with EDSCA during the period.
3. *Line 3.* Self-explanatory.
4. *Line 4.* Enter the number of officers by delay category who were transferred to the Standby Reserve with EDSCA during the reporting period.
5. *Line 5.* Enter on this line by category all other losses during the period to include interservice transfers, deaths, and those officers who were granted initial delay under this regulation and who are subsequently commissioned MC, DC, or VC or are accepted

for participation in the Armed Forces Reserve Commissioning and Training Program for Medical, Dental, and Veterinary Corps (Berry Plan). Officers who are commissioned under the Berry Plan will continue to be deferred as set forth in AR 135-50.

6. *Line 6.* Self-explanatory.
7. *Line 7.* Enter the number of officers whose Category A delay expired during the period and/or Category X changes and who were continued in Category B, C, or D delay status.
8. *Line 8.* Self-explanatory.
9. *Line 9.* Enter on this line under the appropriate column B, C, or D the total from Columns A and X, Line 7.
10. *Line 10.* Self-explanatory.
11. *Line 11.* Enter by category the number of officers whose delay expired and was not renewed during the period but who did not enter on active duty during the period.
12. *Line 12.* Self-explanatory.
13. *Line 13.* Enter total of Columns A, B, C, and D, Line 11, under Column X on this line.
14. *Line 14.* Self-explanatory.
15. *Line 15.* Enter the number of officers who were granted initial delay to become effective during the period. Area commanders will *not* include those officers who were reported on quarterly feeder reports to USAAC. The report prepared by CO, USAAC will include on this line those officers reported on the quarterly feeder reports from area commanders in addition to initial delays granted by his headquarters.
16. *Line 16.* Self-explanatory. The entries on this line should appear on line 1 of the report to be prepared for the forthcoming period.

(b) *Section B, Lines 17 and 18.* Based upon information entered by the officer in item 17 of the DA Form 591 or letter request, active duty quotas, confirmed reporting dates, and other available planning data, indicate by category the estimated period when each officer will become available for entry on active duty. All Category C, D, and X officers appearing in the totals on line 16 of the report should be reflected as available for active duty during the

periods included in this section. Reports prepared as of 30 June will show "O" under all columns on line 17.

(c) *Section C, Line 19.* As described in (b) above, indicate estimated period of availability of remaining officers in Categories A and B in this section. The totals of lines 17, 18 and 19 should be the same as the total appearing under the "Total" column on line 16.

(Date)

SUBJECT: Application for Delay in Reporting for Initial Period of
(Active Duty) (3-6 months Active Duty for Training)
THRU: (PMS) (if appropriate)
TO: (appropriate major commander)

1. I, -----
(Grade) (Name) (Branch)
-----, request that I be granted a delay in reporting for
(Service No.)
my initial period of (active duty) (3 to 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)

- b. 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 2 years, or on active duty for training for 3 to 6 months, rests with the Department of the Army.~~
- b. Delay may be terminated at any time because of overriding military consideration.

Figure 2.

REPORT OF DELAY STATUS OF ROTC OFFICERS (AR 601-25)		REPORTS CONTROL SYMBOL CSGPA 243(R4)					
		DATE OF REPORT		FOR QUARTER ENDING			
TO: Commanding Officer US Army Res Comp Pers Center ATTN: RCPA Fort Benjamin Harrison Indianapolis, Indiana 46249		FROM: (Include ZIP Code)					
SECTION A - DELAY STATUS BY CATEGORY							
LINE	LINE ENTRY	CATEGORIES					TOTAL
		A	B	C	D	X	
1	In delay status on first day of report period (Line 16 of last report)						
2	Officers entering on active duty with EDCSA during report period						
3	Total on delay (1 minus 2)						
4	Transferred to the Standby Reserve with EDCSA during report period						
5	Other losses during the period (Inter-Service Transfers, deaths, etc.)						
6	Total on Delay Less Losses (3 minus (4 plus 5))						
7	Categories A and X delays terminated and Officers transferred to Cat B, C or D		XXX	XXX	XXX		
8	Total delays less transfers (6 minus 7)						
9	Enter total of Columns A and X, Line 7, under appropriate Column on this line	XXX				XXX	
10	Total unadjusted delays by category (8 plus 9)						
11	Delays terminated during the period but officers did not enter AD during period					XXX	
12	Authorized delays (10 minus 11)						
13	Enter total of Columns A, B, C, and D Line 11 under Column X on this line	XXX	XXX	XXX	XXX		
14	Total adjusted delays (12 plus 13)						
15	Initial delays granted to become effective during period of report					XXX	
16	Total officers in delay status as of end of report period (14 plus 15)						
SECTION B - ESTIMATED AVAILABILITY FOR ACTIVE DUTY (All Categories)							
17	Available during remainder of current FY						
18	Available during succeeding FY ()						
SECTION C - ESTIMATED AVAILABILITY FOR ACTIVE DUTY (Categories A and B Only)							
19	SECOND SUCCEEDING FY ()	THIRD SUCCEEDING FY ()		FOURTH SUCCEEDING FY () (And Later)			

CHAPTER 3

READY RESERVISTS—DELAY IN REPORTING FOR OR EXEMPTION FROM INVOLUNTARY ORDER TO ACTIVE DUTY

Section I. GENERAL

30. 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.*

31. 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 active duty will be delayed from entry on involuntary order to active duty until such time as he ceases to pursue such course satisfactorily, graduates, or attains age 20, whichever occurs first.
- (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 (para 12).
- (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 (para 12); or
- (b) If the circumstances would qualify the member for removal from the Ready Reserve under AR 135-133 or NGR 26, 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 submitted a timely request for removal from the Ready Reserve.

32. **Period of delay.** a. Commanders respon-

sible 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 warrant, delay may be authorized not to exceed a maximum of 60 days from date of initial designated reporting date.
- (2) Within the limitations imposed in (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 40b.

Section II. RESPONSIBILITIES

33. **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 from entry on involuntary order to active duty, based upon their request, and documentary evidence of their student status.

34. **Responsibility for granting delays and exemptions.** Except as otherwise provided in this regulation, responsibility for granting delays and exemptions is assigned to the following:

a. Commanders of CONUS armies, oversea commands, and the CO, USAAC are responsible for the determination on all requests for delay and exemption submitted by ROTC officers under their immediate jurisdictional control (ch 2), except that the discharge of such officers as a result of approved exemptions will not be accomplished without prior approval from Headquarters, Department of the Army. Such recommendations will be forwarded with board proceedings to the CO, USARCPD for final determination.

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

c. Commanders of oversea commands, U.S. Army Corps, and the USAAC are responsible for determination on all requests for delay and exemptions submitted by USAR members under their immediate jurisdictional control, except

that the discharge of obligated officers as a result of approved exemptions will not be accomplished without prior approval from Headquarters, Department of the Army. Such recommendations will be forwarded with board proceedings to the CO, USARCPC for final determination.

35. Responsibility for considering appeals.

a. The commander of a CONUS army or oversea command is responsible for making final decisions on all appeals for reconsideration of a denial of requests submitted by members of the USAR under their immediate jurisdictional control.

b. The adjutant general of each State, Commonwealth of Puerto Rico, or the District of Columbia, is responsible for rendering a deci-

sion on all appeals for reconsideration of a denial of requests submitted by members of the ARNGUS.

c. The Commanding Officer, U.S. Army Reserve Components Personnel Center is responsible for final decisions on all appeals for reconsideration of a denial of requests submitted by members of the USAR under the jurisdictional control of the CO, USAAC.

36. Discharge provisions. Except as otherwise provided in this regulation, when the board of officers, in considering an applicant's request for exemption from involuntary active duty and discharge from his status as a Reserve of the Army, recommends approval of the request, the member will be discharged in accordance with paragraph 42 or 43, when his request has been approved by appropriate authority.

Section III. PROCEDURES

37. Procedures for initiating requests. *a. Individuals 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, together with applicant's records, to the appropriate State adjutant general.

(2) *USAR personnel.* Applications initiated by USAR members will be submitted as follows:

(*a.*) ROTC officers will submit their applications direct to the CONUS army commander, oversea commander, or CO, USAAC under whose jurisdiction they are assigned for control.

(*b.*) A member of the USAR unit will submit his application to his unit commander who will immediately forward it, together with the mem-

ber's records, to the appropriate U.S. Army Corps commander.

(*c.*) A nonunit member, except as provided in (*a.*) above, will submit his request to the oversea commander or CO, USAAC under whose jurisdiction he has been assigned for control.

38. Request for delay or exemption. All requests for delay or exemption will be submitted in letter form, furnishing the reasons for such request, 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 community hardship must include in his application the following:

(1) Documentary evidence of such hardship condition; and

(2) Date of inception of the hardship condition.

b. Requests for exemption. Request for exemption will include, in addition to the information required to determine eligibility for

and Dental officers allocated to the Department of the Army by Selective Service System under the provisions of AR 601-54, in which case requests will be submitted to The Surgeon General, ATTN: MEDPT-MP, Department of the Army, Washington, D.C., 20315.

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) as prescribed in AR 140-25, whichever is the most recent, and applicant failed to request transfer from the Ready Reserve by reason of hardship.

41. Boards of officers. In considering requests for exemption, boards of officers 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 Re-

serve and assigned to a USAR Control Group (Ineligibles).

- (2) Obligated members who are transferred to the Standby Reserve by reason of being 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.

42. 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 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 CO, USAAC with pertinent records in accordance with NGR 20-4.
- (2) When the board recommends the individual be retained and separation is effected from the Army National Guard only, a copy of the orders directing the discharge of the member from his Army National Guard status and assignment to the Army Reserve together with pertinent records will be forwarded to the CO, USAAC.

43. Action by commanders of CONUS armies, oversea commands, U.S. Army Corps, and CO, USAAC. The commander having responsibility for the administration of delay and exemption procedures over USAR members under their jurisdictional control 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) Except as provided in paragraphs 34a and b, accomplish the discharge of the member concerned from his status as a Reserve of the Army, provided such recommendation was made by the board.
- (2) Accomplish 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 Army commander in those instances of actions by U.S. Army Corps.
- (3) The unit commander or records custodian in those instances of actions by U.S. Army Corps.

44. 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 this regulation 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.* ROTC officers will submit their appeals direct to the appropriate CONUS army or overseas commander or CO, USAAC whichever has jurisdictional control over the officer concerned. CO, USAAC will forward such appeals together with pertinent records to the CO, USARCPC for final determination.

(b) *Other members of the USAR.*

1. Members assigned to USAR units will submit their appeals to their unit commander. The unit commander will forward appeals together with all pertinent records to the appropriate U.S. Army Corps who will forward the appeal to the Army commander for final determination.

2. Members not assigned to units will forward their appeals to the overseas commander or CO, USAAC whichever has jurisdictional control over the member concerned. Appeals submitted to the CO, USAAC will be forwarded together with pertinent records to the CO, USARCPC for final determination.

45. **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 32a(2).

CHAPTER 4

STANDBY RESERVISTS—DELAY IN REPORTING FOR INVOLUNTARY ACTIVE DUTY

Section I. DELAY POLICIES

46. 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.

47. 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

48. Requirements for a board of officers. The Commanding Officer, U.S. Army Administration 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.

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

50. Responsibility for considering appeals. Responsibility for rendering decisions on 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 the Commanding Officer, United States Army Reserve Components Personnel Center, ATTN: RCPA, Fort Benjamin Harrison, Indianapolis, Ind. 46249.

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

52. Procedures. The procedures prescribed in chapter 3 also apply to this chapter, except as otherwise provided in paragraph 53.

53. 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 request is recommended for approval by the board of officers:

[RCPC]

By Order of the Secretary of the Army:

Official:

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

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

b. 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.

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

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