

S/S August 1975

ARMY REGULATION

C1, 2, 3, 4, 5, 6, 7,

AR 601-280

PERSONNEL PROCUREMENT

ARMY REENLISTMENT PROGRAM



HEADQUARTERS, DEPARTMENT OF THE ARMY

MAY 1968

CHANGE }
 No. 7 }

HEADQUARTERS
 DEPARTMENT OF THE ARMY
 WASHINGTON, DC, 30 November 1973

PERSONNEL PROCUREMENT
 ARMY REENLISTMENT PROGRAM

Effective 1 January 1974

This is a major change and includes significant changes throughout the entire regulation.

AR 601-280, 1 May 1968, is changed as follows:

1. Changed material is indicated by a star.
2. Remove old pages and insert revised pages as indicated below:

<i>Remove pages</i>	<i>Insert pages</i>
iii and iv	iii and iv
1-1 through 1-17	1-1 through 1-19
2-1 through 2-9	2-1 through 2-8
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7-1 and 7-2	7-1 and 7-2
7-5 and 7-6	7-5 and 7-6

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

*This change supersedes the following DA messages: DAPE-MPE 171704Z Mar 72, subject: MOS Evaluation Score Reenlistment Criteria; DAPE-MPP 121331Z Jul 72, subject: Change to Reenlistment Options; DAPE-MPE 281956Z Sep 72, subject: Interim Change to AR 601-280 and AR 600-200; DAPE-MPE 052010Z Oct 72, subject: Reenlistment Data Card (DA Form 1315); DAPE-MPE 061600Z Oct 72, subject: Interim Change to AR 601-280; DAPE-MPE 021620Z Jan 73, subject: Reenlistment Eligibility; DAPE-MPE 261410Z Feb 73, subject: Extension of Service to Meet Time in Service Remaining Requirement; DAPE-MPE 262122Z Apr 73, subject: Extension of Service—Enlisted Personnel; and DAPE-MPE 071900Z May 73, subject: Waivers for Purpose of Reenlistment/Extension; DAPE-MPE-ER 091500Z Aug 73, subject: Message Change to AR 601-280; DAPE-MPE-ER 071525Z Sep 73, subject: Interim Change to AR 601-280; DAPE-MPR 281900Z Sep 73, subject: Message Change to AR 601-280; DAPE-MPR 101425Z Oct 73, subject: Interim Change to AR 601-280; DAPE-MPR 112030Z Oct 73, subject: Message Change to AR 601-280.

The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Personnel. Users are invited to send comments and suggested improvements on DA 2028 (Recommended Changes to Publications) direct to HQDA (DAPE-MPE) WASH DC 20310.

By Order of the Secretary of the Army:

CREIGHTON W. ABRAMS
General, United States Army
Chief of Staff

Official:

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cy 2

CHANGE }
No. 6 }

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 23 August 1972

**PERSONNEL PROCUREMENT
ARMY REENLISTMENT PROGRAM**

Effective 1 October 1972

This is a major change and includes significant changes throughout the entire regulation.

AR 601-280, 1 May 1968, is changed as follows:

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i through iv -----	i through iv
1-3 and 1-4 -----	1-3 and 1-4
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0 * See supersessions on page (II).

*This change supersedes the following DA DCSPER-PS&T messages:

- a. 898233Z Feb 69 Granting Extensions of Periods of Active Duty
- b. 121325Z May 71 Combat Arms Unit of Choice Reenlistment Option
- c. 261821Z Jul 71 Interim Change to AR 601-280, Army Reenlistment Program
- d. 271851Z Jul 71 USASTRATCOM Reenlistment Option
- e. 302145Z Jul 71 Interim Change to AR 601-280, Army Reenlistment Program
- f. 062045Z Aug 71 Interim Change to AR 601-280 and Clarification of Certain Reenlistment Eligibility Codes
- g. 111315Z Aug 71 Change to Drill Sergeant Option, Table 6-15, AR 601-280
- h. 181947Z Aug 71 Interim Change to Table 2-2, AR 601-280
- i. DAPE-MPP In-Service Reenlistment Option for Recruiting
271525Z Sep 71 Duty
- j. 012001Z Oct 71 Extensions of Enlistment for Persons Who Have Completed 18 but less than 20 Years Service
- k. 011541Z Nov 71 Waivers of Reenlistment Criteria
- l. 201750Z Dec 71 Orienteering Reenlistment Option
- m. 281950Z Dec 71 Waiver of Reenlistment Grade Eligibility Criteria
- n. 072140Z Jan 72 In-Service Reenlistment Option for Career Counseling Duty
- o. 241825Z Feb 72 In-Service Reenlistment Option for Career Counseling Duty
- p. 091733Z Mar 72 Revised CONUS Station or Area of Choice Reenlistment Option
- q. 171705Z Mar 72 Revised CONUS Station or Area of Choice Reenlistment Option
- r. 031615Z Apr 72 Extended Periods of Service for Members with Pregnant Wives (part pertaining to enlisted personnel)
- s. 241631Z Mar 72 Interim Change to AR 601-280
- t. 072031Z Jun 72 Reenlistment for Career Counseling Duty
- u. 232040Z Jun 72 Interim Change to AR 601-280
- v. 121331Z Jul 72 Change to Reenlistment Options

The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Personnel. Users are invited to send comments and suggested improvements on DA 2028 (Recommended Changes to Publications) direct to HQDA (DAPE-MPP) WASH DC 20310.

By Order of the Secretary of the Army:

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Acting Chief of Staff

Official:

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

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ARNG: A (Qty Rqr Block No. 440).

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CHANGE }
No. 5 }

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 29 June 1971

PERSONNEL PROCUREMENT

ARMY REENLISTMENT PROGRAM

Effective in accordance with DA messages superseded below.

This is a major change and includes significant changes throughout the entire regulation.

AR 601-280, 1 May 1968, is changed as follows:

1. Changed material is indicated by a star.
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✓ i through iv -----	i through iv
✓ 1-1 through 1-17 -----	1-1 through 1-17
✓ 2-1 through 2-10 -----	2-1 through 2-6.1
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3. File this change sheet in front of the publication for reference purposes.

* This change supersedes DA messages DCSPER-PD 242209Z Jun 70 (U), subject: Interim Change to AR 601-280, Army Reenlistment Program; 151531Z Jul 70 (U), subject: Interim Change to AR 601-280, Army Reenlistment Program; 141819Z Sep 70 (U), subject: Interim Change to AR 601-280, Army Reenlistment Program; 092255Z Nov 70 (U), subject: Interim Change to AR 601-280, Army Reenlistment Program; 152129Z Jan 71 (U), subject: Interim Change to AR 601-280, Army Reenlistment Program; paragraph 2 of 272218Z Jan 71 (U), subject: Qualitative Management and Reenlistment Criteria; paragraph 2 of 231819Z Feb 71 (U), subject: Interim Changes to AR 601-275—United States Army Recruiting Command (Change 1) and AR 601-280; 261500Z Feb 71 (U), subject: In-Service Drill Sergeant Reenlistment Option; 011450Z Mar 71 (U), subject: Oversea Area Reenlistment Option; 082100Z Mar 71 (U), subject: In-Service Reenlistment Option for Recruiting Duty; 221953Z Mar 71 (U), subject: Interim Change to AR 601-280, Army Reenlistment Program; and DCSPER-PS & T 072017Z Jul 71 (U), subject: Army Reenlistment Program.

The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Personnel. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) direct to Deputy Chief of Staff for Personnel, ATTN: DCSPER-PS&T, Department of the Army, Washington, D.C. 20310.

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Official:

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*Major General, United States Army,
The Adjutant General.*

W. C. WESTMORELAND,
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HEADQUARTERS
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WASHINGTON, DC, 16 March 1970

PERSONNEL PROCUREMENT
ARMY REENLISTMENT PROGRAM

Effective 1 June 1970

This is a major change and includes significant changes throughout the entire regulation.

AR 601-280, 1 May 1968, is changed as follows:

1. Changed material is indicated by a star.
2. Remove old pages and insert revised pages as indicated below:

<i>Remove pages—</i>	<i>Insert pages—</i>
✓ i through iv	i through iv
✓ 1-1 through 1-16	1-1 through 1-17
✓ 2-1 through 2-4	2-1 through 2-4.1
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The proponent agency of this regulation is the Office of Personnel Operations. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) to Chief of Personnel Operations, ATTN: EPD, Department of the Army, Washington, DC 20310.

By Order of the Secretary of the Army:

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General, United States Army,
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Official:

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*This change supersedes DA messages 901081, 14 March 1969; 908556, 12 May 1969; 913668, 23 June 1969; DCSPER-PD 152008Z Jul 69 (U), subject: Interim Change to AR 601-280 (Change 4); and EPD, OPO 201513Z Aug 69 (U), subject: Oversea Area Enlistment Option Table 6-6, AR 601-280.

CHANGE

No. 3

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 4 February 1969

PERSONNEL PROCUREMENT
ARMY REENLISTMENT PROGRAM

AR 601-280, 1 May 1968, is changed as follows:

1. Changed portions are indicated by a star.
2. Remove old pages 6-13 and 6-14 and insert new pages 6-13 and 6-14.
3. File this change sheet in front of the publication for reference purposes.

The proponent agency of this regulation is the Office of Personnel Operations. Users are invited to send comments and suggested improvements to Chief of Personnel Operations, ATTN: EPD, Department of the Army, Washington, D.C. 20310.

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*This change supersedes DA message 892687, 7 January 1969.

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No. 2

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 9 December 1968

**PERSONNEL PROCUREMENT
ARMY REENLISTMENT PROGRAM**

AR 601-280, 1 May 1968, is changed as follows:

1. Changed material is indicated by a star.
2. Remove pages 1-13, 1-14, and 1-14.1 and insert revised pages 1-13, 1-14, and 1-14.1.
3. File this change sheet in front of the publication for reference purposes.

The proponent agency of this regulation is the Office of Personnel Operations. Users are invited to send comments and suggested improvements to Chief of Personnel Operations, ATTN: EPD, Department of the Army, Washington, D.C. 20310.

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*This change supersedes DA message 884623, 22 October 1968.

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No. 1 }

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 31 October 1968

**PERSONNEL PROCUREMENT
ARMY REENLISTMENT PROGRAM**

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1-5 through 1-14	1-5 through 1-14.1
2-9 and 2-10	2-9 and 2-10
4-1 and 4-2	4-1 and 4-2
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ARMY REGULATION

No. 601-280

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 1 May 1968

PERSONNEL PROCUREMENT

ARMY REENLISTMENT PROGRAM

Local limited supplementation of this change is permitted, but is not required. If supplements are issued, Army Staff agencies and major Army commands will furnish one copy of each to Deputy Chief of Staff for Personnel, ATTN: DCSPER-PS&T; other commands will furnish one copy of each to the next higher headquarters.

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LIST OF SUPERSEDED PUBLICATIONS

This regulation together with AR 601-210, 15 April 1968, supersedes:

✓ AR 601-280, 9 November 1965, including Change 1

DA messages:

726001,	30 Jul 65	(Change in Reenlistment Policy)
738142,	28 Oct 65	(Reenlistment Option for RVN)
752757,	1 Mar 66	(Practical Nurse Option)
765332,	17 May 66	(Instructions re: Option Changes)
770307,	20 Jun 66	(Marriage Statement — WAC)
89036,	12 Jul 66	(Band Option)
776287,	2 Aug 66	(Bar to Reenlistment)
784304,	29 Sep 66	(Statement of Intent not to Reenlist)
43221,	19 Oct 66	(Multilevel Training Program)
787494,	21 Oct 66	(CONUS Station of Choice for VN Returnees)
788512,	29 Oct 66	(Reenlistment Grade)
817499,	2 Jun 67	(Aliens)
819490,	15 Jun 67	(ARADCOM Option)
826608,	4 Aug 67	(Cancellation of Direct Mail Campaign)
837370,	23 Oct 67	(CONUS Station of Choice Reenlistment Option for Overseas Returnees — so much as pertains to In-Service Reenlistment)
840128,	16 Nov 67	(Authority to Reenlist Personnel After 8 Months)
844135,	15 Dec 67	(Reenlistment Option for Drill Sgt (Duty MOS OOF))
850875,	9 Feb 68	(Reenlistment Option for WAC Training Sergeant/Instructor Duty)
853150,	27 Feb 68	

CHAPTER 1

GENERAL INFORMATION

Section I. GENERAL

1-1. Purpose. This regulation—

a. Prescribes eligibility criteria governing the immediate reenlistment in the Regular Army of persons currently serving on active duty with the Army.

b. Assists commanders and reenlistment personnel in the conduct of the Army Reenlistment Program.

c. Establishes uniform procedures governing the immediate reenlistment of persons currently serving with the Active Army and outlines specific duties and responsibilities.

1-2. **Scope.** This regulation is applicable to all categories of applicants currently serving in the Active Army. The procedures contained herein are designed to standardize the processing of applicants at post reenlistment offices, and at other in-service installations.

1-3. **Objectives.** The objectives of the Army Reenlistment Program are to—

a. Obtain for the Regular Army, on a long term basis, the maximum number of highly qualified enlisted personnel who are trained in occupations of critical importance as well as those who have demonstrated proficiency and military leadership in other occupations, regardless of criticality. Particular emphasis will be placed on the retention of qualified individuals who are completing their first term of service.

b. Obtain maximum command support at each echelon of command. To stimulate the Army Reenlistment Program for quality personnel through appropriate support, commanders at all echelons may establish reenlistment

competitions down to and including the company/battery level. Commanders will maintain sufficient statistics which will indicate the reenlistment efforts within each company or equivalent unit.

c. Provide continuous and aggressive guidance in the maintenance of a successful reenlistment program.

1-4. **Secretarial authority.** *a.* The establishment of qualifications for reenlistment in the Regular Army is the prerogative of the Secretary of the Army. The Secretary of the Army may deny reenlistment to any individual who otherwise meets the criteria specified in this regulation, except as set forth in *b* below.

★*b.* Any former member of the Regular Army who has served on active duty as a Reserve commissioned or warrant officer of the Army, or who was discharged as an enlisted member to accept a temporary appointment as a commissioned or warrant officer of the Army is entitled to be reenlisted in the Regular Army provided his commission or warrant officer service was terminated by an honorable discharge or by relief from active duty for a purpose other than that to await appellate review of a sentence including dismissal or dishonorable discharge, and provided application for reenlistment is made within 6 months following such termination (10 USC 3258). The following further clarifies this entitlement and its use within this regulation.

(1) A statutory entitlement to reenlist under 10 USC 3258 exists only to Regular Army enlisted personnel who hold Reserve

Commissions and are called to active duty under that commission, and to those Regular Army enlisted personnel who were discharged to accept AUS commissions in time of emergency.

(2) The 6-month period of statutory entitlement to reenlist begins to run on the first day of separation from the period of the officer's or warrant officer's service described in (1) above.

(3) Separation as an officer or warrant officer with other than an honorable discharge (separation) serves to negate the statutory entitlement to reenlistment. The Secretary of the Army, however, retains discretionary authority to determine whether a commissioned or warrant officer whose service is terminated by a general discharge should be allowed to continue his military career.

(4) A break in continuous active service either between enlisted and officer/warrant officer service or a break as an officer/warrant officer negates the statutory entitlement to reenlistment.

(5) A Regular Army officer or warrant officer who is released from active duty, discharged or otherwise separated has no statutory entitlement to reenlist under 10 USC 3258.

(6) The foregoing applies where this regulation refers to the statutory entitlement of a former officer/warrant officer to reenlist.

1-5. Communication with Department of the Army and other agencies. Applicants for reenlistment will not be advised or instructed to visit or communicate direct with Department of the Army or other governmental agencies, particularly with respect to grades, waivers, and assignments. Whenever possible, their cases will be disposed of locally. If correspondence with higher authority is necessary, it will be forwarded through channels with appropriate recommendations.

1-6. Explanation of terms. Descriptions of terms used in this regulation are as follows:

a. Applicant. An individual who applies voluntarily for enlistment or reenlistment in the Regular Army.

b. Enlistee. An individual who voluntarily enrolls as a member of the Regular Army for a period of enlistment.

c. Army. The Regular Army, Army of the United States, Army National Guard of the United States, and the United States Army Reserve.

d. Regular Army. The permanent Army comprising a major component of the United States Army and as used throughout this regulation to distinguish between the other major components.

e. Enlistment. A voluntary enrollment in the Regular Army as an enlisted member. An enlistment is consummated by subscription to the prescribed oath of enlistment. When the term enlistment is applied to membership in a Reserve component or another Armed Force in this regulation, it will be so identified. The term "reenlistment" as used in this regulation includes both "first enlistments" and "reenlistments," as defined in *f* and *g* below and original enlistments in the Regular Army by persons with prior Army service. When it is essential that a distinction be made, these terms, as defined in *f* and *g* will be used.

f. First enlistment. A voluntary enrollment in the Regular Army as an enlisted member for the first time by an individual with no prior Regular Army service or with prior service only in other branches of the Armed Forces.

g. Reenlistments. A second or subsequent voluntary enrollment in the Regular Army.

h. Immediate reenlistment. A voluntary enrollment in the Regular Army as an enlisted member immediately upon separation from active military service in the Army. This term represents a concurrent action in which the separation documents are not given to the individual until he has been reenlisted in the Regular Army. This term identifies enlistments in the Regular Army for the first time as well as reenlistments.

i. Immediate reenlistment. Rescinded.

j. In-service personnel. Persons currently serving on active duty in the Army.

k. Prior service personnel. This term is applied to in-service personnel with service prior to current active duty commitment.

(1) Prior service personnel have one or more days of completed active duty—

(a) In a regular component of the Armed Forces.

(b) In the Army of the United States (AUS).

(c) On extended active duty in a Reserve component of any of the Armed Forces.

(d) In REP-63 training (previously defined as initial active duty training) as members of the Army National Guard or Army Reserve or similar training for members of the Reserve components of the other Armed Forces under the RFA-55 or REP-63 programs.

(2) Persons who have participated in short periods of ADT other than as indicated in (1) (d) above are not considered prior service personnel under the provisions of this regulation.

l. Non-prior-service personnel. Persons who have—

(1) No previous service in any of the Armed Forces, or

(2) Previous service without completion of one or more days of active duty or active duty for training or REP-63 as defined in *k* above.

m. First term. An individual serving on first term of service with the Active Army.

n. First term RA. A prior- or non-prior-service individual serving on first enlistment in the Regular Army.

o. Grade(s). Unless otherwise specified, as used herein, refers to pay grade(s).

p. Persons, applicants, individuals, personnel. Unless clearly applicable to only one sex, these terms apply to both men and women.

★*q. Major Army commanders.*

(1) Commanding General, United States Continental Army Command.

(2) Rescinded.

(3) Commanding General, US Army Military District of Washington.

(4) Commanding General, United States Army Air Defense Command.

(5) Commanding General, US Army Materiel Command.

(6) Rescinded.

(7) Commanding General, US Army Security Agency.

(8) Commanding General, US Army Strategic Communications Command.

(9) Commanding General, US Army Intelligence Command.

(10) Commander, Military Traffic Management and Terminal Service.

(11) Commander, US Army Forces Strike Command.

(12) Oversea major Army commanders.

(13) Heads of Department of the Army agencies.

(14) Commander, US Army Criminal Investigation Command.

(15) Commanding General, US Army Health Services Command.

(16) Commanding General, US Army Training and Doctrine Command.

(17) Commanding General, US Army Forces Command.

★*r. Considered major commanders.* The following commanders are considered major commanders for the purpose of approving bars to reenlistments and processing requests for waivers under this regulation:

(1) Commanding General, US Army Recruiting Command.

(2) Rescinded.

(3) Command, US Army Forces Southern Command.

(4) Rescinded.

(5) Commanding General, US Army Japan

(6) Commanding General, Eighth US Army.

(7) Commanding General, US Army Support, Thailand.

(8) Commanding General, US Army Base Command, Okinawa.

(9) Commanding Generals of CONUS Armies.

(10) Commanding General, US Army 25th Infantry Division.

(11) Commanding General, US Army Support Command, Hawaii.

1-6.1. Entitlements. Eligibility for payment of

pay and allowances accruing by virtue of in-service reenlistment and/or extension are governed by the following regulations:

a. Reenlistment bonus (regular and VRB). See part One, chapter 9, DODPM and chapter 10, AR 600-200.

b. Lump sum payment of accrued leave. See part Four, chapter 4, section A, DODPM.

c. Travel allowances. See volume 1, Joint Travel Regulations.

d. Reenlistment leave. See AR 630-5.

Section II. ARMY REENLISTMENT PROGRAM RESPONSIBILITIES

1-7. **General.** The retention of qualified, competent enlisted personnel is vital to the success of the Army's mission. The development and maintenance of a well-trained, professional Army is the responsibility of each officer and noncommissioned officer and each has the responsibility of energetic, enthusiastic, and wholehearted support to the reenlistment effort. The success of the Army Reenlistment Program depends upon effective leadership, vigorous command support, and aggressive reenlistment programs at all organizational levels. The degree of success achieved in the program can be directly related to the quality of leadership exhibited by officers and noncommissioned officers.

1-8. **Responsibilities of major commanders.** *a.* Major commanders reporting directly to Headquarters, Department of the Army, and heads of Department of the Army agencies having command responsibility will implement and support aggressive reenlistment programs within their commands and will require subordinate commanders to do the same.

b. Commanders will continually provide guidance for their subordinate commanders requiring assistance in the conduct of their reenlistment programs.

c. Major commanders will conduct annual staff assistance visits to insure implementation of aggressive reenlistment programs and compliance with this regulation and supplementary

instructions published by the major commanders.

★*d.* Periodic conferences will be conducted to review, discuss, and improve the reenlistment program. Major problems, suggestions, publicity, and other methods for improving the Army Reenlistment Program resulting from these conferences will be forwarded to HQDA (DAPE-MPR) WASH DC 20310.

1-9. **Responsibilities of subordinate commanders.** Commanders will insure that—

a. Each individual who is serving honorably and faithfully and who meets the eligibility requirements for reenlistment is counseled and interviewed as prescribed by this regulation.

b. Every qualified individual who desires unbroken service is afforded the opportunity of immediately reenlisting.

c. Each individual who meets Officer Candidate School requirements is personally informed of the opportunities and procedures for qualifying as an Army officer candidate. See AR 351-5.

d. Continual effort is given toward early detection of individuals who are untrainable or unsuitable for military service and appropriate action is taken to preclude such individuals from further military service.

e. Personnel assigned to full-time reenlistment duty are fully utilized in the furtherance

of the reenlistment effort and that they are provided with necessary transportation, office space, and clerical assistance.

f. Each officer and NCO in his command is continually informed of current reenlistment programs and regulations, and is instructed in his responsibilities in the reenlistment effort to include maximum support and involvement.

★*g.* Company grade officers and noncommissioned officers attend annual showing of the film "Mission: Reenlistment." The film entitled "The One That Got Away" (MF 12-9323) may be shown at the discretion of the unit commander. However, if used, this film will precede the showing of "Mission: Reenlistment."

h. Commanders of installations and organizations not authorized career counseling personnel on a primary-duty basis will designate on orders a reenlistment officer and a reenlistment NCO on an additional-duty basis to carry out reenlistment functions.

★*i.* It is the Army's policy to accord equal opportunity for reenlistment, appointment, assignment, advancement, professional improvement, promotion, and retention in all components of the Army.

1-10. Duties and responsibilities of reenlistment officers. The reenlistment officer will—

a. Keep the commander informed on all matters pertaining to the reenlistment program.

b. Make a continuing estimate of the reenlistment situation for future planning.

c. Submit recommendations for reenlistment policies or changes thereto, and submit plans to implement the commander's directive.

d. Translate the reenlistment decisions and plans of the commander into orders, and provide for their dissemination to subordinate units.

e. Exercise necessary supervision (including inspections as required) to insure that the reenlistment policies, intentions, and orders of the commander are executed properly.

f. Maintain a constant vigilance for factors that hinder the reenlistment effort within their area.

g. Maintain liaison with local finance, personnel, and public information officers.

h. Maintain sufficient reenlistment statistics to determine the effectiveness of the reenlistment program.

1-11. Duties and responsibilities of career counselor. The career counselor will—

a. Serve as an adviser to superiors in matters relating to the reenlistment program.

b. Interview eligible personnel and provide reenlistment counseling.

c. Provide information and assistance to subordinate units in regard to the latest interviewing and counseling methods together with proper display and use of promotional material.

d. Give presentations to officers and NCOs not assigned to reenlistment duties, or who are assigned on additional-duty basis, for the purpose of stimulating interest and support of the program at all echelons of command.

e. Procure verified reenlistment/variable reenlistment bonus, and proficiency pay data on the prospective reenlistee from the Unit Personnel Section.

Section III. STAFFING, FACILITY AND PUBLICITY SUPPORT FOR THE ARMY REENLISTMENT PROGRAM

1-12. Staffing. The basis for determining requirements for career counselor positions is as indicated in table 1-1 and AR 570-2, Organization and Equipment Authorization Tables, Personnel. Action will be initiated to obtain such

personnel, where appropriate, in accordance with AR 310-49. Primary duty career counselor position requirements and authorizations for other than TOE units will be documented in the appropriate TDA. A TDA will not be estab-

lished for the sole purpose of augmenting MTOE to provide career counselor personnel.

a. Grades of career counselor personnel assigned on a primary duty basis will be as prescribed in AR 611-201.

b. At every company/battery, detachment or similar size unit level, a noncommissioned officer will be assigned career counseling duties on an additional duty basis unless otherwise provided therein. It is desirable that such personnel be at the E-6 or E-7 levels. The first primary-duty counselor in the chain of command will apprise additional-duty reenlistment NCOs of their responsibilities as outlined in paragraph 1-11.

c. At the United States Women's Army Corps Center, one position for the assignment of a Women's Army Corps Career Counselor on a primary duty basis will be established. At other installations where Women's Army Corps units are located, a Women's Army Corps officer will be appointed, on an additional-duty basis, and will be furnished properly trained administrative personnel to carry out an effective reenlistment program among female personnel of the command.

d. Minimum staffing in support of the Army Reenlistment Program for other installations and organizations is as indicated in table 1-1. Sufficient clerical personnel to enable career counselors to carry out an effective reenlistment program will be provided from resources locally available. Career counselors will not be utilized for administrative preparation of separation and reenlistment forms. The use of primary-duty career counselors for duties not associated with reenlistment is prohibited. No other functions will be assigned Career Counselors (MOS 00E). This includes designation on orders as additional duty reenlistment NCO.

★1-13. Reenlistment facilities. a. Reenlistment activities will be carried out in favorable surroundings. Locations in which interviewing, counseling, and related activities take place should insure—

- (1) Privacy.
- (2) An informal, friendly atmosphere.

(3) An effective display of reenlistment literature.

(4) Access to all necessary material, directives, and other sources of information essential for interviewing and counseling.

b. A reenlistment office should be centrally located and attractively furnished consistent with the availability of facilities. When available, a separate building is desirable. It will be suitably identified by conspicuous signs posted throughout the installation indicating location and telephone extension. Whenever possible, reenlistment offices should not be a part of or occupy office space with military personnel offices. However, collocation in the same building or in proximity one to the other is desirable.

1-14. Reenlistment publicity. The Army Reenlistment Program will be supported by promotional materials developed and distributed by Headquarters, Department of the Army. In addition to those items provided by Headquarters, Department of the Army, each command must aggressively publicize reenlistment opportunities within their own capability. The emphasis must be placed on selectivity and care must be exercised in order to utilize only those reenlistment publicity materials which have been shown to be most effective. Publicity provides information which must be factual and presented to those personnel whom the Army desires for continued service. The success of the program depends on effective communication with qualified enlisted personnel. All methods of communication must be exercised to retain these individuals.

a. Reenlistment posters and displays will be prominently featured in all locations frequented by enlisted personnel. Posters will be changed periodically and kept in presentable condition.

b. Reenlistment material for individuals will be made available at all times. Self-service displays will be maintained in unit areas.

c. Outside displays with all-weather protection should be made where practicable.

d. Local promotional material should be used

to the maximum extent consistent with good advertising practices.

e. Distribution and requisition of materials are as follows:

(1) Automatic distribution is made to all major commands when a reenlistment promotional item is printed or reprinted.

★(2) Those items stocked by AG publication centers may be requisitioned by submitting DA Form 17 and 17-1 (Requisition for Publications and Blank Forms) addressed:

Through: Commander US Army Recruiting Command, ATTN: USARCAI-O Fort Sheridan, IL 60037.

To: Commander US Army AG Publications

Center 2800 Eastern Boulevard Baltimore, MD 21220.

(3) Periodically, the Recruiting and Career Counseling Journal will publish a list of those promotional items in support of the reenlistment program currently issued or available for requisition. The Journal also publishes instructions for the use of new promotional items.

★f. All commands are encouraged to submit appropriate articles concerning reenlistment activities for publication in the Recruiting and Career Counseling Journal. Articles will be addressed to—

Commander US Army Recruiting Command ATTN: USARCAI-I (Journal) Fort Sheridan, IL 60037

Table 1-1. Personnel Staffing Guidance for TDA Units for the Army Reenlistment Program (See AR 570-2 for TOE Units)

Line	Command	Reenlistment officer		Career counselor	
		Primary duty	Additional duty	Primary duty	Additional duty
★1	Headquarters of commands identified in paragraphs 1-6g and 1-6r	1	-----	1	
2	All other commands, e.g., logistical commands, area commands, depots, provisional commands, separate support commands, corps.*				
	a. Enlisted strength over 1,000	1	-----	**1	
	b. Enlisted strength under 1,000		1	1	
3	Battalion and comparable size unit***			1	
4	Company/battery, detachment or similar size unit				1
5	Installations*				
	a. Enlisted strength over 1,000	1	-----	**1	
	b. Enlisted strength under 1,000			1	
6	US Army transfer stations				2

*Exclusive of enlisted strength of units assigned/attached to the command/installation which are authorized career counselor personnel on a full-time basis.

**Additional enlisted spaces authorized on the basis of one for each additional 1,000 enlisted strength or major fraction thereof.

***Includes permanent party personnel assigned to US Army Service Schools.

Section IV. SELECTION, TRAINING, ASSIGNMENT, AND UTILIZATION OF REENLISTMENT PERSONNEL

1-15. Selection of officer personnel for full-time reenlistment duty. a. Officer personnel selected for assignment to reenlistment duties on a full-time basis will possess the following qualifications:

- (1) Grade of captain or above.
- (2) Career officer.
- (3) Branch of service that predominates unit, service, or station to which assigned.

(4) Minimum of 1 year command experience.

b. When practicable officers should attend the Recruiting, Reenlistment, and Induction Course prior to assignment.

1-16. Selection of enlisted personnel for full-time career counseling duty. Individuals currently assigned to career counseling duties who

are performing satisfactorily will not be reassigned solely for failure to meet prerequisites prescribed in this section. Commanders will continually evaluate the effectiveness of each individual on career counseling duty to determine whether the individual should continue to

be retained on such duty. Commanders will withdraw MOSE 00E and reclassify in accordance with section VI, chapter 2, AR 600-200 those who fail to maintain the high standards of career counseling.

★Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	MANDATORY QUALIFICATIONS.	<p>Applicants for full-time career counseling duties must meet the following prerequisites:</p> <ul style="list-style-type: none"> a. Last conduct and efficiency rating: Excellent. b. Minimum service: 6 years for EM and 3 years for EW. c. Noncommissioned officers or specialists grade E-5 or above. d. Standard score of 110 or higher on Aptitude Area GT (waiver may be granted). e. Not receiving Shortage Specialty (Proficiency Pay) P2 or P3. f. High school graduate or those presenting substantiating data of the successful completion of the High School General Education Development (GED) test. g. Hold valid Army or State motor vehicle operator's permit. h. Favorable National Agency Check completed. i. Be a citizen of the United States. j. Must have a minimum of 12 months remaining prior to ETS after completion of the Army Recruiting and Career Counseling Course.
2	DESIRABLE QUALIFICATIONS.	<ul style="list-style-type: none"> a. Ages 24 to 35 years inclusive. b. Past experience in personnel management, interviewing, classification, or sales experience. c. Service in a combat organization. d. Credit for at least one oversea tour.
3	PREPARATION OF APPLICATION.	<p>Application will contain information as to the applicant's choice of areas of assignment, in order of preference.</p> <ul style="list-style-type: none"> a. Personnel in CONUS are limited to reassignment within the same Army area (3 choices in order of preference) in which presently serving. b. Personnel serving in oversea commands and requesting duty as career counselors in CONUS are authorized any three choices of area assignment (Army area or major CONUS command).
4	SUBMISSION OF APPLICATION.	<p>Application for duty as career counselor will be made through command channels to the appropriate major commander.</p> <ul style="list-style-type: none"> a. Persons applying in CONUS must be eligible for a permanent change of station. Personnel ineligible for a permanent change of station will only be considered for career counseling duties at the station to which assigned. b. Persons applying in oversea commands will submit their applications no earlier than 9 nor less than 6 months prior to date of completion of oversea tour.
5	APPOINTMENT AND COMPOSITION OF INTERVIEW BOARDS.	<ul style="list-style-type: none"> a. Appointment: Boards for interviewing enlisted personnel being considered for full-time duty as career counselors will be appointed as follows: <ul style="list-style-type: none"> (1) In CONUS, at installations by the appropriate commander. (2) In oversea commands, by the commander exercising general court-martial jurisdiction. b. Composition: Boards will be composed of— <ul style="list-style-type: none"> (1) At least two commissioned officers, one of whom will be a full-time

**Table 1-2. Selection of Enlisted Personnel for Full-Time Career
Counseling Duty—Continued**

Line	Item	Comment
		reenlistment officer, whenever practicable. When a full-time reenlistment officer is not available, maximum use will be made of existing boards established on a permanent basis at US Army Recruiting Command facilities.
		(2) At least one experienced career counselor senior or equal in grade to the applicant.
		(3) When WAC enlisted personnel are being considered, a WAC officer or a WAC noncommissioned officer senior or equal in grade to the applicant will be a member of the board.
		c. If a commander desires, he may use interview boards of the US Army Recruiting Service even though a full-time reenlistment officer is available.
6	INTERVIEW BOARD ACTIONS.	<p>Interview boards will—</p> <p>a. Determine whether applicants possess the following qualifications:</p> <p>(1) Genuine desire and interest to become a career counselor.</p> <p>(2) Mandatory prerequisites as listed in line 1, this table.</p> <p>(3) Ability to express themselves clearly both orally and in writing and have a pleasing personality.</p> <p>(4) Outstanding military bearing.</p> <p>(5) No obvious facial or other physical defects.</p> <p>b. Determine that applicants desire and are suited for award of MOS 00E.</p> <p>c. Return applications not favorably considered through channels to applicants, with reason(s) therefor.</p> <p>d. Forward, through channels, to the appropriate major commander applications from persons who are recommended for duty as career counselors, together with a full-length photograph of the applicant in uniform (class A).</p>
7	ACTION BY THE REVIEWING AUTHORITY.	<p>a. The commander who convenes the board will review applications forwarded by the interview board.</p> <p>b. Prior to forwarding applications to major commanders, a records check of the repository files at Fort Holabird, MD will be completed.</p> <p>c. Applications for which approval is recommended will be annotated, "Favorable Records Check Completed, date," and validated by the reviewing authority.</p> <p>d. Applications for which disapproval is recommended based on an unfavorable records check will not reflect this as a reason for disapproval. Any record of a felony, poor management of personal or family affairs, poor credit standing, a morals offense, a history of propensity for traffic violations or repeated offenses indicating an unwillingness to conform to laws and regulations, preclude an assignment to career counseling duty.</p> <p>e. With the exception of d above, reviewing authorities will state reason(s) for recommendation for disapproval.</p>
8	DISPOSITIONS OF APPLICATIONS.	<p>a. Applications which are disapproved by the major commander will be returned to the initiating unit with appropriate notation thereon.</p> <p>b. Applications from CONUS personnel which are approved by the major commander will be returned to the initiating unit, with appropriate approval notation, for action indicated on line 9, this table.</p> <p>c. Applications submitted in overseas commands for duties in CONUS which are approved by the major commander and in which the individual has indicated his choice of assignment (maximum of 3 choices in order of preference) will be forwarded by the major overseas commander to appropriate CONUS commanders (IN TURN) in the order of preference indicated in the application.</p>

**Table 1-2. Selection of Enlisted Personnel for Full-Time Career
Counseling Duty—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(1) The letter of transmittal will indicate that the applicant is available for assignment upon successful completion of school course.
		(2) If the applicant is accepted for duty, the application will be returned (to major oversea commander) through HQDA (DAPC-EPC) Alexandria, VA 22331 for assignment instructions.
		(3) If the applicant is not accepted, the application will be returned direct to the major oversea commander.
9	TRAINING AND ASSIGNMENT.	<p>a. Applicants accepted for career counseling duty at their present duty station will attend the Army Recruiting and Career Counseling Course at The Adjutant General's School at the earliest practicable date. Assignment to career counseling duty is contingent upon successful completion of the school course. School quotas will be obtained from MILPERCEN under the telephone call system—325-8473/8471.</p> <p>b. Personnel selected for career counseling duty when reassignment is involved will attend the Army Recruiting and Career Counseling Course in a TDY status en route to their next assignment. Personnel who fail to successfully complete the school course will be reported by the commandant of the school to the CG, MILPERCEN in accordance with AR 614-200.</p>
10	UTILIZATION	Commanders at all levels will insure that personnel assigned full-time reenlistment and career counseling duties are utilized only for that purpose.

★1-17. Selection of enlisted personnel for additional duty career counseling. When possible, individuals who have had previous career counseling or recruiting experience should be assigned as additional duty career counselors. When practicable, individuals assigned these duties should be selected from persons with the same general qualifications as those required for the duty on a full-time basis.

1-18. Processing of personnel with MOS 00E who are due to return from oversea commands. Personnel serving in oversea commands who hold primary MOS 00E and who do not desire career counselor or recruiting duty in CONUS upon return from completed oversea tour will be reclassified into another MOS in accordance

with section VI, chapter 2, AR 600-200 and reported on the AOR List. Personnel serving in oversea commands who hold MOS 00E and who desire full-time duty as a career counselor in CONUS upon return from an oversea tour will take action as indicated in *a* and *b* below no earlier than 8 nor later than 6 months prior to date of completion of oversea tour.

a. If in grade E-7, E-8, or E-9, indicate preference of area and duty desired in the remarks section of the Enlisted Preference Statement (DA Form 2635).

★b. If in grade E-5 or E-6, submit application on DA Form 2496 (Disposition Form) to indicate choice of area and duty desired through channels to HQDA (DAPC-EPC) Alexandria, VA 22331.

★Section V. REENLISTMENT DATA CARD (DA FORM 1315)

1-19. Purpose and use. The Reenlistment Data Card (DA Form 1315) is designed as an aid in promoting an effective reenlistment program and will be used in implementing prescribed counseling procedures. Each interview and attendance at a reenlistment film will be recorded on the reverse of the DA Form 1315.

Stereotyped remarks such as "will not reenlist" or "does not like Army" will not be used on the DA Form 1315. Specific remarks should be made, as a result of interviews, as to the individual's objections to reenlistment and future plans. For example, if an individual has a civilian job waiting, the remark might

show "Return to civilian employment—will work for Smith Construction Co., Boise, Idaho." For individuals returning to school, the remarks should show the name and location of the school.

1-20. Initiation. *a.* The initial DA Form 1315 for all personnel in grade E-6 and below will be prepared at the first permanent duty station. The unit personnel officer receiving and/or having custody of the individual's personnel records will complete Section I. DA Forms 1315 are available through normal AG publications supply channels.

b. Entries on the DA Form 1315 will be legibly recorded in either pen or typewriter.

c. Upon completion of Section I, the DA Form 1315 will be forwarded to the commander of the individual concerned within 15 days from the date of assignment.

d. Primary duty career counselors, PMOS 00E, will not be made responsible for the preparation of DA Forms 1315.

e. A new DA Form 1315 will be prepared by the unit personnel officer and forwarded to the individual's commander immediately subsequent to reenlistment.

1-21. Maintenance. *a.* The DA Form 1315 normally will be maintained in the company/bat-

tery to which the individual is assigned. The results of interviews and counseling sessions and attendance at reenlistment film showing will be recorded on the form. Unit commanders will, prior to the individual's transfer or reassignment, verify the accuracy of Section II of the DA Form 1315.

b. A bar to reenlistment (sec VIII, this chap.) will be initiated for individuals who are eligible but not recommended. Personnel, if otherwise eligible, may not be denied reenlistment arbitrarily.

1-22. Disposition. *a.* When the individual is transferred or reassigned prior to expiration of his term of service, the DA Form 1315 will be forwarded as a part of the individual's personnel records. The gaining unit personnel officer and unit commanding officer will follow the same procedures outlined in paragraphs 1-20c and 1-25a.

b. When a favorable reenlistment decision is obtained, the DA Form 1315 will be retained until reenlistment has been accomplished at which time it will be destroyed and a new DA Form 1315 prepared.

c. Prior to reassignment to transfer point for separation, the RE Code (see table 1-3) will be entered in Section II.

Table 1-3. Reenlistment Eligibility Codes for Reenlistment in the Regular Army

Code	Explanation	Reference
RE-1	Fully qualified for immediate reenlistment	Table 2-1
RE-1A	Fully qualified for immediate reenlistment; however, ineligible to reenlist for 93 days after date of separation	Para 6-2h
RE-1B	Fully qualified for immediate reenlistment except has not received a PMOS Evaluation Score during current term of service	Item j, table 2-1
RE-2	Fully qualified for immediate reenlistment; however, separated for convenience of Government under a separation authority which does not contemplate immediate reenlistment	Chap. 5, AR 635-200
RE-2A	Fully qualified for immediate reenlistment; however, ineligible to reenlist in grade and for 93 days after date of separation	Para 4-5b
RE-3	Not eligible for immediate reenlistment unless waiver consideration is permissible and is granted	Tables 2-1, 2-2, 2-3, and para 1-31f(4).
RE-3B	Not eligible for immediate reenlistment unless waiver is granted. This code is applicable only to enlisted persons who have time lost during their last period of service	Table 2-2
RE-3C	Not eligible for immediate reenlistment unless waiver consideration is permissible and is granted. This code is applicable to persons who	

Table 1-3. Reenlistment Eligibility Codes for Reenlistment in the Regular Army—Continued

<i>Code</i>	<i>Explanation</i>	<i>Reference</i>
	do not meet the grade requirement in basic eligibility criteria or have been denied reenlistment under the Qualitative Screening Process UP chap. 4, AR 600-200	Tables 2-1 and 2-3
RE-4	Not eligible for reenlistment. Nonwaivable disqualification	Table 2-4
RE-4A	Not eligible for immediate reenlistment. This code is applicable only to enlisted personnel failing to meet citizenship criteria	Table 2-1

Section VI. REENLISTMENT INTERVIEWS AND COUNSELING

1-23. General. Although this regulation prescribes that the maximum reenlistment effort will be made during the latter part of an individual's term of service, reenlistment indoctrination must begin on the day the individual reports to the unit. Counseling with a view to promoting reenlistment cannot be restricted to the last few months of an individual's term of service, especially among first-term personnel. The scheduled reenlistment counseling procedure prescribed in this section is considered to be the minimum effort and counseling should not be limited to this schedule. In the interest of stability, economy or travel, and continuity of operations, major emphasis by unit commanders will be directed to inducing qualified individuals to reenlist for their present assignment.

1-24. Reenlistment interviews. ★Full advantage should be taken of the opportunities which reenlistment interviews afford to counsel, suggest, and assist individuals in all grades in making a definite plan. These discussions should be related to the grade and length of service of the individual being interviewed, and will be designed primarily to favorably influence his reenlistment intent.

a. Reenlistment interviews further provide an opportunity to extend encouragement, eliminate old grievances, develop self-understanding and self-assurance.

b. Prior preparation is essential for satisfactory interview and will include collection of factual data concerning the individual.

c. Individuals should not be required to report for interview but should be contacted to arrange for an interview. Group interviews

will not be conducted. Individuals will be interviewed separately.

d. During prescribed interviews each individual will be specifically queried as to the existence of civil offenses, convictions, and/or confinement.

★*e.* Particular attention will be given to the applicant's ability to meet current educational standards for Regular Army service. When the individual does not meet current standards, he will be encouraged to participate in appropriate educational development programs in an effort to become qualified prior to the expiration of his current term of service.

★**1-25. Reenlistment interview procedures.** *a.* commanding officer of the individual will determine the individual's eligibility for reenlistment under the provisions of this regulation.

b. If the individual is not eligible for immediate reenlistment, the unit commander will—

(1) Interview the individual upon assignment and inform him of his ineligibility and what he must do to become eligible.

(2) Determine by observation and job performance whether a request for waiver is warranted. If warranted and desired by individual, a request for waiver (chap. 3) will be initiated promptly and within the time frame specified in paragraph 3-2. When it is determined that waiver is not warranted, the individual will be apprised of this fact. The DA Form 1315 will reflect ineligibility for reenlistment.

c. If the individual is eligible for reenlistment but for cogent reasons is not recommended, the unit commander will promptly initiate

a bar to reenlistment under the provisions of section VIII, this chapter. The DA Form 1315 will be annotated accordingly.

d. If reenlistment is recommended by the unit commander and the enlisted person meets the eligibility requirements outlined in this regulation, the following action will be taken:

(1) During the period 8 to 10 months prior to expiration of term of service the individual will be interviewed by his unit commander. If not fully decided, he will be aided in analyzing his own abilities, opportunities, resources, and limitations. The unit commander is authorized to waive the career counselor's interview prescribed below when he is convinced, as the result of his interview, the individual will reenlist immediately. When such action is taken, however, control will be maintained to insure the individual's favorable reenlistment intent has not changed.

(a) At this interview individual problems should be resolved as far as practicable.

(b) Personnel will be encouraged to see the career counselor for additional information.

(c) This interview will be entered on DA Form 1315.

(2) During the period subsequent to the unit commander's interview, the unit career counselor will contact the individual and conduct an interview in accordance with accepted

interview procedures. Current reenlistment opportunities and benefits will be emphasized.

(a) Every effort will be made to obtain a reenlistment decision.

(b) Assistance from full-time reenlistment personnel at higher headquarters should be solicited to supplement unit reenlistment efforts.

(c) Interview by the full-time and unit career counselor will be recorded on DA Form 1315.

(3) All personnel on their first tour of Army service or who, upon expiration of current term of service, will have 4 or less years service for pay purposes will attend a showing of the film "The Work Men Do" during the period of 12-24 months service. Attendance will be recorded on DA Form 1315.

(4) Commanders will initiate aggressive programs designed to influence recommended first-term enlisted personnel who do not intend to reenlist. Prior to departure from the unit these individuals will be informed of the reenlistment opportunities available to them at time of separation or within 3 months thereafter. In addition, these individuals will be apprised of the provisions of chapter 2, AR 601-210 with respect to grade authorizations for reenlistment after a break in service. An appropriate entry signifying that this interview was conducted will be entered on DA Form 1315.

Section VII. UNFULFILLED OR ERRONEOUS REENLISTMENT COMMITMENTS

1-26. Policy. a. All claims of unfulfilled or erroneous reenlistment commitments will be investigated promptly. The individual's MPRJ will be reviewed to determine the validity of allegations.

b. The installation commander will report an individual as immediately available for assignment who has a reenlistment commitment which cannot be fulfilled by reassignment action within the major command. The individual will be reported in accordance with chapter 8, AR 614-200 to HQDA. (See table 1-2, AR 614-200 for office symbol.)

★c. Claimants of either erroneous reenlist-

ment commitments or unfulfilled reenlistment commitments which cannot be resolved by reassignment action will be assisted in the preparation of a request for Correction of Unfulfilled or Erroneous Reenlistment Commitment. The request will be submitted by the individual on DA Form 2496 and forwarded through channels to HQDA (DAPC-EPA-R), Alexandria, VA 22331, to arrive in two copies including inclosures. The request will be accompanied by a DA Form 209 (card) addressed to the applicant and copies of the DA Form 4, all DA Forms 3286 and other statements of understanding, DA Form 20, SF 88 and SF 93 (if appropriate), a statement of waiver or statement that

MPRJ does not disclose such, statement that service member was interviewed by a career counselor and that the options pertaining to an unfulfilled reenlistment commitment were explained, and other documents or statements

pertinent to the case which will assist in making a decision.

★*d.* For claims of erroneous or unfulfilled commitments made in connection with extensions of enlistments, the provisions of paragraph 4-3*g* apply.

Section VIII. BAR TO REENLISTMENT PROCEDURES

1-27. **Purpose.** This section prescribes procedures for the denial of reenlistment to persons whose reentry into or continued service with the Army is deemed not to be in the best interests of the military service.

1-28. **Policy.** The policy of the Department of the Army is that only personnel of high moral character, professional competence, and demonstrated adaptability to the requirements of the professional soldier's moral code of exemplary performance and conduct shall be extended the privilege of reenlisting in the Regular Army. Persons who cannot, or who do not, measure up to and maintain such standards, and whose separation under appropriate procedures is not warranted, will be barred from further service under the provisions of this section.

1-29. **Guidelines in the use of bar to reenlistment procedures.** *a.* Bar to reenlistment procedures will not be used in lieu of separation action under appropriate regulations such as AR 635-200.

b. Bar to reenlistment procedures will not be used in lieu of trial by courts-martial, nonjudicial punishment, or other appropriate administrative action.

c. The fact that disciplinary or administrative action not resulting in separation has been previously taken does not preclude initiation of bar to reenlistment procedures if such action is deemed appropriate.

d. The fact that an individual may be issued an honorable or general discharge for the current period of service does not preclude initiation of bar to reenlistment procedures to deny the individual subsequent service in the Regular Army.

e. The fact that an individual may have

served honorably for a number of years, though considered in the evaluation of his service, does not prohibit the initiation of bar to reenlistment procedures if such action is otherwise appropriate. Bar to reenlistment procedures initiated against persons who have completed at ETS 18 or more years of active Federal service may be approved only by Headquarters, Department of the Army. Subject requests will be forwarded through command channels to Commander, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

1-30. **Criteria.** The development and continued existence of a Regular Army composed of a body of high quality professional men and women demands that every commander be constantly alert to the need to detect and weed out those persons whose character or conduct, abilities or attitudes, motivation or adaptability for military service, proficiency or overall potential value to the Army, and/or general desirability for retention are not consistent with this goal. Commanders must be especially alert to the need to evaluate the advisability or desirability of affording continued military service to individuals of the following, or similar caliber:

a. Untrainable personnel. Continued effort and attention will be given to the early detection of individuals who are in fact untrainable for military service. These individuals who are found to be so lacking in abilities and aptitudes as to require frequent or continued special instruction or supervision will be identified as soon as possible with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individ-

ual from entry into, or further service with, the Regular Army.

b. Unsuitable personnel. Continued effort and attention will be given to the detection of individuals who are in fact unsuitable for military service. These persons may exhibit their unsuitability through interests and/or habits which are detrimental to the maintenance of good order and discipline. They may have records of habitual minor misconduct requiring corrective or disciplinary action. When possible, these individuals will be identified early in their military service with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into or continued service with the Regular Army.

c. Individuals against whom bar-to-reenlistment proceedings are initiated. The records of individuals against whom bar-to-reenlistment proceedings are initiated often disclose the recurrence of one or a combination of the following:

- (1) Late to formations, details, or assigned duties.
- (2) AWOL for 1- to 24-hour periods.
- (3) Losses of clothing and equipment.
- (4) Substandard personal appearance.
- (5) Substandard personal hygiene.
- (6) Persistent indebtedness, reluctance to repay or late payments.
- (7) Recurrent Article 15 punishments.
- (8) Frequent traffic violations.
- (9) "Rides" sick call without medical justification.
- (10) Late returning from pass or leave.
- (11) Misses bed check.
- (12) Cannot follow orders; shirks; takes too much time; is recalcitrant.
- (13) Cannot train for a job; apathetic; disinterested.
- (14) Cannot adapt to military life; un-

cooperative; involved in frequent difficulties with fellow soldiers.

(15) Failure to manage personal, marital, and/or family affairs.

(16) Involvement in discreditable incidents in the civilian community.

(17) Involved in incidents of moral turpitude evidencing a character deficiency.

1-31. Procedures. An individual's unfitness, unsuitability, and/or failure to maintain the standards required for service in the Regular Army may be manifest soon after entry into the military service or it may not develop or become apparent until after many years of service.

a. The fact that substandard personnel may have been permitted to remain on active duty for a number of years should not deter a current commander from taking action under the provision of this regulation or other appropriate directives if he deems such action proper.

(1) A bar to reenlistment procedure normally should not be initiated against an individual who has been assigned to a unit for less than 90 days.

(2) A bar to reenlistment procedure should not be based on generalities or approximate dates and/or vague places and times but should be specific and substantiated by official remarks made at the time of each occurrence. It is essential that all instances are made a matter of official record when acts considered unworthy of a member of the United States Army are performed.

(3) A bar to reenlistment is initiated with out regard to an individual's ETS or his reenlistment intent.

(4) Normally, a bar to reenlistment procedure will not be initiated against an individual during the last 14 days prior to his departure from the unit to which currently assigned. When a bar to reenlistment is initiated during this period, the commander's certificate will contain a complete explanation of why the action was not taken at an earlier date.

b. The individual's unit commander will pre-

pare a DA Form 4126-R signed in duplicate, summarizing the basis for his intent to initiate bar-to-reenlistment procedures. This will include, if appropriate, the number and dates of courts-martial, incidents of punishment under Article 15, and all other factual and relevant information supporting his recommendation. DA Form 4126-R will be reproduced locally on 8- by 10 1/2-inch paper, printed head to foot (fig. 1-1). The commander will refer the certificate to the enlisted person concerned for a statement in his own behalf, if desired, as required by paragraph 2-6, AR 600-37. The individual will be allowed a period of 30 days for the preparation of his comment and the collection of any documents and/or pertinent materials. An extension to this period may be granted by the individual's unit commander on an individual case basis.

c. Upon receipt of the comment of the individual, the certificate will be indorsed by the brigade/regimental or separate battalion commander, and approved or disapproved by the commander exercising general court-martial jurisdiction, the major commander, or Headquarters, Department of the Army, as follows:

(1) General courts-martial authority—for persons with less than 10 years active Federal service at ETS. This authority may be delegated to commanders with special courts-martial authority. If the individual being barred contests or appeals the action, the certificate will be forwarded to commander exercising general courts-martial jurisdiction for final decision.

(2) Major commander—for persons with 10 to 18 years active Federal service at ETS.

(3) Headquarters, Department of the Army—for persons with 18 or more years of active Federal service at ETS.

★d. When a certificate has been approved by the appropriate commander, the custodian of the individual's personnel records will place a signed copy in the individual's Military Personnel Records Jacket US Army (DA Form 201) where it will remain a permanent part of the file. The remark, "Not recommended for further service," will be entered on the indi-

vidual's Enlisted Qualification Record (DA Form 20) in accordance with AR 640-2 and the enlisted person concerned apprised that he is barred from reenlistment.

e. Subsequent to placing an approved certificate in the enlisted person's file under the foregoing procedure, the company, detachment, or comparable commander of the unit to which the individual is assigned or attached for duty and administration may submit a recommendation to have the certificate voided. Approval to void such a certificate may be granted by the same authority that approved the certificate originally or, if the individual has moved to another jurisdiction, by the comparable commander therein.

(1) A recommendation to void a bar to reenlistment may be submitted at any time by the individual's unit commander if he feels the individual has proven that he is worthy of retention in the Army. However, the possibility of voiding a reenlistment bar should not be used as an incentive to improve the conduct or performance of lazy or recalcitrant individuals.

★(2) An approved bar to reenlistment will be initially reviewed by the appropriate unit commander 6 months after date of approval or 30 days prior to the individual's scheduled departure date from current unit, or date of separation, whichever occurs first.

(a) If the commander feels the bar to reenlistment should be removed, he will initiate a recommendation to this effect in writing. The approved recommendation voiding the bar to reenlistment will be placed in the individual's MPRJ as a permanent part of the file. The Bar to Reenlistment Certificate will be removed and destroyed.

(b) If the commander feels the bar to reenlistment should remain in effect, he will so notify the custodian of the individual's personnel records who will enter on the individual's DA Form 20, the following remark: "Bar to Reenlistment reviewed; not recommended for removal, (date)."

(c) Subsequent reviews will occur at 6 month intervals and will be reflected by appropriate entries on the soldier's Enlisted Qualification Record.

(3) Upon completion of the review (s) prescribed above, the unit commander will inform the individual concerned that the bar to reenlistment has been reviewed and what action was taken. The unit commander will continue to emphasize the seriousness of the bar to reenlistment and the effect it has on promotion eligibility, continued service in the Army type of discharge received, and possible civilian employment opportunities.

f. The DD Forms 214 (Report of Separation from Active Duty) of otherwise qualified persons who are separated with a bar to reenlistment in effect are coded RE-3 even though an honorable discharge may be issued.

★(1) Commanders of transfer activities will examine the qualification record of each individual undergoing transfer processing and when the remark prescribed in *d* above appears,

he will enter in Item 30, DD Form 214, "Table 2-3, AR 601-280 applies—AR 600-37 complied with."

(2) When the remark prescribed in *d* above has been deleted from the DA Form 20, the commander effecting separation will examine the records to determine if proper authorization was granted to make the deletion. If the deletion is not properly substantiated, the individual will be issued a DD Form 214 containing the remark indicated in (1) above.

(3) If the deletion is properly substantiated, separation will be accomplished and no entry will be made in Item 30, DD Form 214.

(4) The code RE-3 will be reflected in the separation documents of all persons separated with a bar to reenlistment in effect except where the code RE-4 is warranted.

Section IX. CONSIDERATIONS GOVERNING THE ENLISTMENT OF PERSONS IN THE REGULAR ARMY

1-32. Eligibility. All persons connected with the processing of applicants for enlistment in the Regular Army will give paramount consideration to the enlistment of quality personnel. An individual's eligibility will be determined on the basis of his ability to meet all requirements or the exceptions thereto and will include procurement of prescribed waivers. If there is any aura of doubt as to the applicant's full qualifications, he must not be accepted.

1-33. Unlawful enlistment, appointment or separation. Particular attention of all officers and

reenlistment personnel will be given to Article 94, Uniform Code of Military Justice, which provides that "Any person subject to the code who effects an enlistment or appointment in, or a separation from the Armed Forces of any person who is known to him to be ineligible for such enlistment, appointment, or separation because it is prohibited by law, regulations, or order, shall be punished as a court-martial may direct." Commanders will give due consideration to the initiation of disciplinary action for violations of the article.

BAR TO ENLISTMENT/REENLISTMENT CERTIFICATE				DATE	
For use of this form, see AR 601-280; proponent agency is Office of Deputy Chief of Staff for Personnel.					
THRU: (Include ZIP Code)		TO: (Include ZIP Code)		FROM: (Include ZIP Code)	
SECTION I - COMMANDER'S RECOMMENDATION					
Under the provisions of Chapter 1, Section VIII, paragraph 1-31, AR 601-280, I recommend the individual named below be barred from enlistment/reenlistment in the United States Army for reasons indicated in item(s) 9 through 12 as may be applicable. Prior to submission of this recommendation, individual was counseled by the undersigned about his undesirable traits which are the basis for this action. Individual concerned has been counseled and advised of the adverse consequences that may ensue from this or similar action.					
1. NAME		2. SSN	3. GRADE	4. ETS	5. DEROS
6. TOTAL ACTIVE SERVICE YRS MOS DAYS			7. CONDUCT		8. EFFICIENCY
9. RECORD OF COURT-MARTIAL CONVICTIONS (Indicate type, offense, sentence, date adj and app)					
10. RECORD OF NON-JUDICIAL PUNISHMENT (Art 15) (Indicate offense, sentence and date)					
11. RECORD OF NON-PAYMENT OF JUST DEBTS (Indicate dates of Letters of Indebtedness, Counseling, and Results)					
12. OTHER FACTUAL AND RELEVANT INDICATORS OF UNTRAINABILITY OR UNSUITABILITY (See para 1-30, AR 601-280)					
TYPED NAME, GRADE, BR OF COMMANDING OFFICER				SIGNATURE	

FORM DA 1 AUG 73 4126-R

(Trim size, 8" x 10 1/2"; image size, 7-4/10" x 9-3/4")

Figure 1-1. DA Form 4126-R (Face) Bar to Enlistment/Reenlistment Certificate.

SECTION II - INDIVIDUAL'S REVIEW		
<p><input type="checkbox"/> 1. I have been furnished a copy of my Commanding Officer's recommendation (Sec I) to bar me from further enlistment/reenlistment.</p> <p><input type="checkbox"/> 2. I have been counseled and advised of the basis for this action.</p> <p>3. I <input type="checkbox"/> do <input type="checkbox"/> do not desire to submit a statement in my own behalf. <i>(If applicable, make statement - may be made on separate sheet and attached to this form.)</i></p>		
TYPED NAME, GRADE, SSN AND DATE	SIGNATURE	
SECTION III - REVIEW AND RECOMMENDATION OF BATTALION OR NEXT HIGHER COMMAND		
THRU: <i>(Include ZIP Code)</i>	TO: <i>(Include ZIP Code)</i>	FROM: <i>(Include ZIP Code)</i>
<p>I have reviewed Sections I and II and recommend that:</p> <p><input type="checkbox"/> The individual be barred from enlistment/reenlistment.</p> <p><input type="checkbox"/> The individual not be barred from enlistment/reenlistment.</p>		
TYPED NAME, GRADE AND BR OF OFFICER	SIGNATURE	
INSTRUCTIONS		
<ol style="list-style-type: none"> 1. If more space for items is required, continue on separate sheet and attach. 2. After completion of Section I by the unit commander, the recommended Bar to Enlistment/Reenlistment will be referred to the individual being barred for a statement in his own behalf, as required by AR 600-37, and completion of Section II. The individual will be allowed a reasonable period of time for the preparation of his comment and collection of any documents and/or pertinent materials. 3. The battalion or equivalent level cdr will personally review Sec I & II and make appropriate recommendation in Sec III and then forward to the Bde/Gp/Regt Cdr for further indorsement to the approving headquarters. 4. Distribution after final approval: 1 copy to individual's MPRJ and 1 copy to the individual concerned. 		

*Figure 1-1—Continued.
DA Form 4126-R (Back)*

Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army—Continued

<i>Item</i>	<i>Criteria</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
a	AGE—Continued	(b) An enlisted man last separated from the Regular Army with an honorable or general discharge.	(b) An enlisted woman last separated from the Regular Army with an honorable or general discharge.	
b	CITIZENSHIP ...	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	Waivers not considered.
c	MENTAL REQUIREMENTS.	★ Attain scores of 90 or higher on any three or more aptitude areas of the ACB, or qualify for exemption if serving with less than 20 years active Federal service by demonstrating qualification in his PMOS by verification under the Enlisted Evaluation System.	Attain scores of 90 or higher or any three or more aptitude areas of the WACB or ACB, or qualify for exemption if serving with less than 20 years active Federal service by demonstrating qualification in her PMOS by verification under the Enlisted Evaluation System.	(1) Test scores as recorded on DA Form 20 will be used to determine reenlistment eligibility. (2) Persons who do not meet, or qualify for exemption from prescribed standards may be (re) tested with the ACB or WACB, as appropriate, UP AR 600-200.
d	EDUCATION ...	Meet educational requirements for promotion to the next higher grade.	Meet educational requirements for promotion to the next higher grade.	For education waivers see table 3-1.
e	MEDICAL	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501. (2) Meet any additional requirements prescribed for the specific option for which reenlisting. (3) Be approved for reenlistment by Headquarters, Department of the Army if he is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501. (2) Meet any additional requirements prescribed for the specific option for which reenlisting. (3) Be approved for reenlistment by Headquarters, Department of the Army if she is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(1) For medical processing see paragraph 5-6. (2) For waiver of medical requirements, see table 3-1.

Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army—Continued

<i>Item</i>	<i>Criteria</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
		(4) Meet weight control standards prescribed in AR 632-1.	(4) Meet weight control standards prescribed in AR 632-1.	
f	MARITAL STATUS.	Immaterial	Immaterial.	
g	DEPENDENTS ..	No restrictions	No restrictions.	
h	MORAL AND OTHER ADMINISTRATIVE CRITERIA.	See tables 2-2, 2-3, and 2-4.
i	GRADE	Not exceed the retention ineligibility point outlined in table 2-1.1 before termination of contracted service, i.e., reenlistment or extension.	Not exceed the retention ineligibility point outlined in table 2-1.1 before termination of contracted service, i.e., reenlistment or extension.	For waiver of grade requirements see table 3-1.
★j	MOS EVALUATION SCORE.	Attain a score of 70 or higher in current PMOS Evaluation Score unless exempt from testing UP AR 600-200. (See Notes 2 and 3.)	Attain a score of 70 or higher in current PMOS Evaluation Score unless exempt from testing UP AR 600-200. (See Notes 2 and 3.)	For waiver of MOS Evaluation Score requirement, see table 3-1.

★*Note 1.* A former enlisted member of the Regular Army immediately reenlisting following separation from current active service as an Army commissioned or warrant officer with an honorable discharge or by relief from active duty for a purpose other than to await appellate review of a sentence including dismissal or dishonorable discharge is exempt from the requirements of this table. See table 2-5 for authorized reenlistment period.

Note 2. Persons completing AIT who are selected for oversea service or for further training who do not have a PMOS Evaluation Score may be exempt from this requirement for the purpose of extending term of service to meet service time remaining requirement.

Note 3. The previous PMOS Evaluation Score may be applied for personnel promoted and/or reclassified into a new PMOS prior to next scheduled award/termination date for the new PMOS.

Table 2-1.1. Grade Eligibility Criteria

<i>Grade</i>	<i>Retention Ineligibility Point (Total active Federal service)</i>
E-9	30 years
E-8	27 years
E-7	24 years
E-6	20 years
E-5	12 years —
E-4	8 years
★E-3	5 years
★E-2 and below	3 years

Note 1. Individuals who have attained official order of merit promotion list status (and E-3 recommended by the unit commander for promotion to grade E-4) will be

considered for reenlistment under the criteria of the grade to which they will be promoted.

Note 2. Grade Eligibility does not apply to persons selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training.

2-2. Waivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-2 apply may be granted waivers to permit immediate reenlistment or extension. Only those disqualifications occurring during current term of service and disqualifications not previously revealed, regardless of date of occurrence, are considered disqualifying. Requests for waivers should be submitted sufficiently in advance of separation date to permit continuous service. For persons who are not granted waivers prior to separation and/or who do not reenlist immediately at the station to which assigned at separation, the RE Code (see table 1-3) will be entered on DA Forms 20 and DD Forms 214 to indicate eligibility for Regular Army service in the future.

Table 2-2. Waivable Moral and Administrative Disqualifications

<i>Line</i>	<i>Disqualification</i>	<i>Notes</i>
A	Time Lost	For waivers see table 3-1.
B	Subject of flagging action UP AR 600-31	For waivers see para 3-6.
C	Persons who have been retained on active duty under the provisions of AR 604-10 with the annotation "not eligible for security clearance or assignment to sensitive duties, AR 604-10."	For waivers see para 3-6.
★D	Persons currently serving as Army commissioned or warrant officers who: <ol style="list-style-type: none"> 1. Were separated as a regular member from another service for the purpose of entering on active duty as an Army Reserve commissioned or warrant officer; or 2. At any time in their military service, have been the recipients of the Medal of Honor, the Distinguished Service Cross, the Silver Star, or an equivalent medal awarded by one of the other Armed Forces; or 3. Have sufficient creditable active service to retire if in enlisted status. Authority to reenlist will include instructions that the individual will be placed on the retired list on the first day of the month following the month of reenlistment. 	For waivers see para 3-6.
E	Persons who have been identified as drug abusers or alcoholics during current term of service.	For waivers see table 3-1.

2-3. Persons ineligible for immediate reenlistment. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-3 apply are ineligible for immediate reenlistment, and request for waivers will not be submitted. Such persons may be eligible to apply for Regular Army reenlistment under the provision of AR 601-210 at a later date.

Table 2-4. Nonwaivable Moral and Administrative Disqualifications
—Continued

<i>Line</i>	<i>Disqualification</i>
Y	Separated for physical disability—EPTS—established by medical board and individual made application for discharge by reason of physical disability (not entitled to receive disability severance pay) (AR 635-40).
Z	Discharge as a result of board action (homosexual acts).
AA	Acceptance of discharge (homosexual acts) (AR 635-200).
AB	Separated as an alien without legal residence in the United States (para 5-6, AR 635-200).
AC	Separation for homosexual tendencies (discharge for unsuitability pursuant to recommendation of a board of officers convened under the provisions of AR 635-212).
AD	Rescinded.
AE	Rescinded.
AF	Permanently retired by reason of physical disability (Title 10, US Code, Section 1201 or 1204). (For combat wounded personnel—see AR 601-210).
AG	Retired after 20 but less than 30 years active Federal service. (Title 10, USC, Section 3914.)
AH	Retired after 30 years active Federal service (Title 10, USC, Section 3917).
AI	Retired in lieu of discharge under AR 625-200 (homosexuality) (Title 10, USC, Section 3914).
AJ	Persons whose DD Forms 214 will be coded RE-4 upon separation.

Section II. REENLISTMENT PERIODS AND GRADES

2-5. Authorized reenlistment periods. Immediate reenlistments in the Regular Army are authorized for periods of 3, 4, 5, and 6 years. The reenlistment period selected is at the option of the applicant except as otherwise prescribed in table 2-5.

Table 2-5. Authorized Reenlistment Periods

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized reenlistment period</i>
A	Men and women authorized to immediately reenlist for an option or special program requiring a minimum reenlistment period.	As specified by option or program directive.
★B	Persons, except Medal of Honor winners, who are granted waivers for immediate reenlistment.	3 years. Waiver of this authorized reenlistment period may be considered by MILPERCEN.
C	Rescinded.	
D	Rescinded.	
E	Rescinded.	
F	Persons appointed to pay grades E-7, E-8, and E-9, to whom the restrictions of line B, above apply will satisfy the minimum service-in-	If current term of service cannot be extended under the provisions of chapter 4 to meet this service-in-grade requirement, applicant may

Table 2-5. Authorized Reenlistment Periods—Continued

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized reenlistment period</i>
	grade requirements for appointment to these grades.	be reenlisted for the minimum authorized period which, when combined with extension, if applicable, will expire on or as soon as possible after service requirement has been met. Authority to waive restrictions for these persons may be delegated to appointment authority.
G	Persons immediately reenlisting following separation from current active service as an Army commissioned or warrant officer.	3 years. Longer period, up to 6 years, is authorized if retention ineligibility point outlined in table 2-1.1 will not be exceeded before termination of contracted service.

2-6. Reenlistment grades—general information. Unless otherwise prescribed by this regulation or by special directive, the grade, title, date of rank, and NCO/Specialist status for enlisted members upon immediate reenlistment in the Regular Army will be the same as that held on date of separation.

Table 2-6. Rescinded

★2-7. Reenlistment grades for special categories. Individuals currently serving on active duty as an officer or warrant officer who have a statutory entitlement to reenlist (para 1-4b) will be reenlisted in the grade held immediately before entry on active duty as a commissioned or warrant officer unless consideration for a higher grade is requested in accordance with line B, table 2-7 and paragraph 5-7.

★Table 2-7. Categories for Which Grade Determinations Must Be Requested

<i>Line</i>	<i>Identity—applicant is—</i>
A	Currently serving as an Army commissioned or warrant officer without a statutory entitlement to reenlistment (para 1-4b).
B	Currently serving as an Army commissioned or warrant officer with a statutory entitlement to reenlist (para 1-4b) for whom consideration of a higher grade than that to which entitled is requested.

2-8. Temporary grades for immediate enlistment. Rescinded.

2-9. Permanent grades. Rescinded.

★2-10. Categories for which grade determinations must be requested. MILPERCEN will determine the grades to be authorized categories of persons listed in table 2-7 upon immediate reenlistment in the Regular Army. Requests for grade determinations together with any required requests for waiver will be submitted sufficiently in advance of separation date to permit continuous service. For processing requests for grade determinations, see paragraph 5-7.

Table 2-3. Persons Ineligible for Immediate Reenlistment

<i>Line</i>	<i>Disqualification</i>
A	Persons being separated from current term of service whose DD Forms 214 are coded RE-1A; RE-2A; RE-3; RE-3B; RE-3C and RE-4A.
B	Persons being separated from current term of service with a "Bar to Reenlistment" in effect.
C	Persons being separated from current term of service by reason of hardship or dependency (chap 6, AR 635-200).
D	Persons serving on unspecified enlistments who resign from current term of service in lieu of other administrative action (chap 9, AR 635-200).
E	Persons being discharged from current term of service for the good of the service under the provisions of chapter 10, AR 635-200.
★F	Persons being separated from current term of service under the provisions of AR 635-206 or chapter 13, AR 635-200.
G	Women being separated for marriage, pregnancy, or parenthood (chap. 8, AR 635-200).
★H	Rescinded.
I	Persons in a nonpromotable status UP AR 600-200. (See Note 2.)
J	Persons in a surplus-nonretrainable status. This category will be identified in accordance with quarterly reenlistment controls announced by DA. (See Note 3.)
K	Persons with more than one conviction by military courts-martial during current term of service. (See Notes 1 and 2.)
L	Persons who cannot be granted the appropriate security clearance required for the next higher grade. (See Note 3.)
M	Persons who have been denied reenlistment under the Qualitative Screening Process UP Chapter 4, AR 600-200. (See Note 3.)
N	Persons currently serving as Army commissioned or warrant officers who are being separated and did not have regular enlisted service immediately prior to entering on active duty as an Army Reserve commissioned or warrant officer (except as provided in Table 2-2).

Note 1. Prior conviction cannot be considered until finding of guilty has become final after review of the case has been fully completed. (See Article 76 UCMJ and para 756(2) of Manual for Courts-Martial, United States, 1969 (Revised Edition).)

Note 2. Request for extensions of enlistments by an amount sufficient to complete 20 years active Federal service for persons who have completed 18 but less than 20 years service may be forwarded to Commander, US Army Enlistment Eligibility Activity in accordance with waiver procedures outlined in section I, chapter 3.

Note 3. Unit commanders may grant extensions of enlistments by an amount sufficient to complete 20 years active Federal service for persons who have completed 18 but less than 20 years service.

2-4. Nonwaivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-4 apply, are ineligible for Regular Army reenlistment at any time and requests for waivers will not be submitted.

★Table 2-4. Nonwaivable Moral and Administrative Disqualifications

<i>Line</i>	<i>Disqualification</i>
A	Insane.
B	Having a history of psychotic disorders.
C	Questionable moral character, history of anti-social behavior, sexual perversion, having frequent difficulties with law enforcement agencies.
D	Not accepted for further military service pursuant to AR 40-501 because of venereal disease.
E	Having a history of frequent or chronic venereal disease.
F	Rescinded.
G	Separated for unfitness or unsuitability with 18 or more years of service completed.
H	Separated with a "Bar to Reenlistment" in effect after completion of 18 or more years of service.
I	Conscientious objector or person with religious convictions which preclude unrestricted assignments.
J	Persons who have received severance pay.
K	Rescinded.
L	Rescinded.
M	Rescinded.
N	Rescinded.
O	Reenlistment not clearly consistent with interest of national security under AR 604-10, or who refuse to sign DD Form 98, (Armed Forces Security Questionnaire) or DD Form 398 (Statement of Personal History).
P	Persons who signed a statement of intent to reenlist, received services based on the statement (such as transportation of dependents, movement of household goods or automobile) then at expiration of term of service (ETS), declined to reenlist.
Q	Rescinded.
R	Separated because physically disqualified upon order to active duty (AR 135-300).
S	Separated under the Military Personnel Security Program (AR 604-10).
T	Separated for physical disability with entitlement to receive disability severance pay (AR 635-40).
U	Released from EAD by reason of physical disability and revert to inactive status for the purpose of retirement under the provisions of Title 10, USC, Sections 1331-1337, in lieu of discharge with entitlement to receive disability severance pay (AR 635-40).
V	Separated for physical disability resulting from intentional misconduct or willful neglect or incurred during period of unauthorized absence. Not entitled to severance pay (AR 635-40).
W	Separated for physical disability—EPTS—established by physical evaluation board proceedings (not entitled to severance pay) (AR 635-40).
X	Separated as a conscientious objector (AR 635-20).

CHAPTER 3

WAIVERS

Section I. GENERAL INFORMATION

3-1. General. This chapter prescribes the procedures by which requests for waivers will be initiated and processed to meet the basic qualifications for reenlistment or extension. Procedures to be followed in obtaining approval for the reenlistment of special category applicants such as former officers are contained in chapter 5.

3-2. Submission of requests. Requests will be addressed to waiver approval authority and submitted through command channels in sufficient time to allow for normal administrative processing and mail transmissions; however, in no event will they be submitted earlier than 9 months nor later than 3 months prior to proposed date of reenlistment or extension. This requirement is particularly important for requests pertaining to personnel approaching ETS who desire unbroken service.

a. All requests for waivers and circumstances requiring approval by the CG, MILPERCEN set forth in this chapter will be forwarded to the Commander, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

b. Field commanders authorized to grant waivers under the provisions of this chapter are encouraged to communicate with the Commander, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132, in doubtful cases to seek advice or screening of records pertaining to periods of prior service.

★3-3. Validity period. *a.* Unless otherwise stated in the waiver instrument, waivers granted under the provisions of this chapter are valid only for the purpose of providing continuous unbroken service for in-service personnel.

b. Waiver granted for the purpose of extending current enlistment will not satisfy the requirement for a waiver for the purpose of reenlistment subsequent to the extension.

3-4. Administrative instructions. *a. Requests for waivers.* The use of electrical communications for the purpose of requesting waivers is discouraged. Requests for waivers will be submitted on DA Form 3072 (Request for Waiver of Disqualifications for Enlistment/Reenlistment in the Regular Army for In-Service Personnel) and will include a copy of the DA Form 3340 prepared in accordance with paragraph 5-2.

b. Disposition of approved waivers.

(1) When reenlistment has been accomplished, a notation of the waiver granted will be made in Items 34 and 56 on all copies of the DD Form 4. The waiver instrument, together with any report of investigation and documentary evidence on which the waiver was predicated, will be attached to the original copy of the enlistment contract.

(2) When extension has been accomplished, the waiver instrument together with any report of investigation and documentary evidence on which the waiver was predicated will be attached to the original Oath of Extension of Enlistment (DA Form 1695). A duplicate copy of the waiver instrument will be attached to the duplicate copy of the DA Form 1695.

**Section II. WAIVER APPROVAL AUTHORITIES—
BASIC ELIGIBILITY CRITERIA**

★3-5. Substantiation of requests for waiver. *a.* Unless otherwise prescribed in this chapter, requests for waivers will be submitted only for meritorious cases. All requests for waivers will be fully substantiated with appropriate documentary evidence. Such additional documentation as may be considered relevant and of value in reaching a sound decision on the request may also be included.

b. The authority to determine whether a case is meritorious rests at all levels of commands. Any case not considered meritorious and warranting a recommendation for approval will be disapproved by the considering authority without further processing.

★Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria

<i>Line</i>	<i>Comment</i>
1	Overage.
	<i>a.</i> Waivers of overage may be granted by the CG, MILPERCEN to otherwise qualified personnel as follows:
	(1) Those Regular Army personnel who cannot acquire the necessary minimum active Federal service to qualify for retirement by age 60 when it is determined that there is an implied or actual moral obligation based on long active Federal service.
	(2) Regular Army members age 55 or over, or who will attain age 55 before termination of new period of contracted service by reenlistment or extension, who are eligible for retirement and who meet the requirements specified below may be recommended to CG, MILPERCEN for waivers by commanders:
	(a) Individual has been awarded the Medal of Honor, Distinguished Service Cross, Navy Cross, or Silver Star Medal.
	(b) Individuals, who through a number of years of assignment in the current unit or activity, add considerably to its morale and prestige.
	(c) Individual whose performance has been outstanding when compared with others of equal grade and ability and who possess a critical Military Occupational Specialty (a critical MOS is one which requires extensive training and has a low reenlistment rate).
	<i>b.</i> Waivers of <i>a</i> (2) above granted by CG, MILPERCEN will not authorize retention of the individual beyond the last day of the month in which he attains age 60.

**Table 3-1. Waiver Approval Authorities—Basic Eligibility
Criteria—Continued**

<i>Line</i>	<i>Comment</i>
	<i>c.</i> Requests for waivers, with reasons therefore, should be made sufficiently in advance of separation to permit continuous service.
2	Educational Requirements.
	<i>a.</i> Requests for waiver of educational requirements may be forwarded to CG, MILPERCEN in accordance with paragraph 3-2 providing individuals are currently enrolled in a course or program which, during next term of service, will result in attainment of requirement.
	<i>b.</i> Waiver of educational requirements may be granted by immediate unit commander for persons who have completed 18 years but less than 20 years of active Federal service to permit extension, or reenlistment if necessary, to attain retirement eligibility.
3	Medical Requirements.
	<i>a.</i> Partially disabled personnel will be processed in accordance with chapter 10, AR 635-40.
	<i>b.</i> The CG, MILPERCEN may grant waivers to persons who do not meet prescribed standards of medical fitness.
4	Lost Time.
	Requests for waiver of lost time may be approved by commanders as follows:
	(1) General courts-martial authority: 1-30 days time lost.
	(2) CG, MILPERCEN: More than 30 days time lost.
	(3) CG, MILPERCEN: More than 30 days AWOL. (Requests for waivers should be submitted only when such absence occurred early in term and was followed by clearly satisfactory service.)
5	Grade Requirements.
	<i>a.</i> Waiver of grade criteria may be granted by immediate unit commander for persons who have completed 18 years but less than 20 years of active Federal service to permit extension, or reenlistment if necessary, to attain retirement eligibility.
	<i>b.</i> Commanders may submit request for waiver of grade requirements to CG, MILPERCEN when, in the commander's judgment, circumstances warrant such consideration.
	<i>c.</i> Commanders listed in paragraph 1-6g are authorized to grant waivers for persons who meet the following criteria (this authority may be delegated to the next lower major subordinate commanders):
	(1) Records and commanders recommendations clearly indicate outstanding performance of duty.
	(2) Are otherwise eligible for reenlistment without waiver.
	(3) Possess a current PMOS Evaluation Score of 110 or higher.
	(4) Reenlistment or extension will not place ETS beyond the retention ineligibility for the next higher grade.
6	MOS Evaluation Score.
	<i>a.</i> Waiver of MOS Evaluation Score criteria may be granted by immediate unit commander for persons who have completed 18 years but less than 20 years of active Federal service to permit extension, or reenlistment if necessary, to attain retirement eligibility.

Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria—Continued

<i>Line</i>	<i>Comment</i>
	<p>b. Commanders exercising general courts-martial jurisdiction may approve requests for waiver of individuals with PMOS evaluation scores between 41 and 69 if a history of qualifying EES and other quality factors clearly warrant such action. Waivers may also be approved for conspicuously deserving individuals without previous PMOS EES.</p> <p>c. In rare and unusual cases, commanders exercising general courts-martial jurisdiction may forward, with recommendations, requests for waivers of individuals with EES of 40 to CG, MILPERCEN in accordance with paragraph 3-2. These requests must be completely documented.</p> <p>d. Waivers granted under the provisions of b and c above for personnel who are entitled to their first reenlistment bonus will be for the purpose of extension only. Such extension will be granted on a one time basis for the purpose of becoming qualified in their MOS for unqualified reenlistment. Such extension will not exceed 23 months.</p>
7	<p>Drug Abuse or Alcoholism. Requests for waiver for the purpose of extending current enlistments or for immediate reenlistment may be approved by commanders as follows:</p> <p>a. <i>Unit Commanders.</i> Personnel undergoing rehabilitation may be extended for up to 90 days to continue to receive treatment.</p> <p>b. <i>Unit Commanders.</i> Personnel who have completed treatment for rehabilitation and less than one year has elapsed since treatment was completed may be extended for a period which will provide continued service of one year since treatment was completed.</p> <p>c. <i>General courts-martial authority.</i> Personnel who have been rehabilitated and 1 year or longer has elapsed since treatment was completed may be reenlisted if otherwise qualified and recommended waiver is approved. The determination that an individual has been rehabilitated will be made by the chief of the post rehabilitation team in conjunction with the individual's unit commander. Should there be no chief of a post rehabilitation team available, the determination may be made by the department of psychiatry or mental hygiene consultation service.</p>

3-6. Other waiver requests. When no specific procedure for a waiver of a particular disqualification has been prescribed in this regulation, and a waiver for immediate reenlistment is not prohibited (tables 2-3 and 2-4), personnel who are otherwise qualified for reenlistment may be recommended by the unit commander through channels under the provisions of this paragraph.

a. Requests for waiver under the provisions of this paragraph will be submitted to the CG, MILPERCEN in accordance with paragraph 3-2.

b. All requests must be fully justified.

3-7. Civil offenses. A civil offense, in itself, does not require a waiver in that there are other disqualification provisions in this regulation or retention considerations under other regulations which are applicable. However, commanders having custody of individuals' records will carefully review the records of persons convicted of civil offenses to insure consideration

under appropriate regulations for retention and/or reenlistment had been given.

3-8. Special category. Waiver authority will not disapprove requests for waivers of disqualifications for the following persons who have less than 20 years of active Federal service. Recommended disapprovals will be referred to HQDA for final determination.

a. Recipients of: Medal of Honor, Distinguished Service Cross, Navy Cross or Silver Star Medal.

b. Persons who have completed 18 years but less than 20 years and are requesting extensions of enlistments by an amount sufficient to complete 20 years active Federal service.

c. Partially disabled combat-wounded veterans.

d. PW returnees.

e. Persons requesting an extension whose dependent is experiencing an episode of illness requiring hospitalization or whose wife is pregnant.

CHAPTER 4

ACTIONS AUTHORIZED TO MEET LENGTH OF SERVICE REQUIREMENTS

Section I. REGULAR ARMY PERSONNEL

4-1. General. *a.* Enlisted members of the Regular Army who have insufficient service remaining on current enlistment to satisfy service requirements will be afforded the opportunity or required, as appropriate, to take authorized actions indicated below to provide for continued service. Persons who are selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training will not be authorized discharge and immediate reenlistment if they have the required amount of service remaining or can meet the time remaining requirements by an extension of their current enlistment. If time remaining requirements for these persons cannot be met by extension, a reenlistment period of 3 years is authorized. Regular Army personnel who are reenlistment qualified, including those granted waivers, may take one or more of the following actions as authorized by this section, to provide for continued service:

★(1) Elect a discharge for the convenience of the Government for the purpose of immediate reenlistment (table 6-2 or 6-3, as appropriate).

(2) Extend current enlistment.

b. Individuals with more than 6 years service for pay completed are required to take appropriate action to meet service remaining requirements.

4-2. Parental consent. Rescinded.

4-3. Extensions of enlistment. *a.* Extensions of enlistment for Regular Army personnel are authorized only for:

(1) Purposes specified in this regulation.

(2) Purposes specified in chapter 12, Retirement for Length of Service, AR 635-200.

(3) Purposes specified in chapter 4, Qualitative Management, AR 600-200.

★(4) Purposes of determining or attaining eligibility for reenlistment under educational and MOS evaluation score criteria. Individuals may be extended beyond their ETS only for the number of months necessary for attaining eligibility which may not exceed a total of 12 months. If it is anticipated that the period of extension needed is 30 days or less, retention beyond ETS should be accomplished under paragraph 2-10, AR 635-200.

(5) Purposes determined by commander having custody of the individual's personnel records to be in the best interests of the Army. These extensions may not exceed a total of 12 months and may include but are not limited to such purposes as:

(*a.*) Awaiting acceptance for special assignment or participation in a program which will have a service time remaining requirement.

(*b.*) When an individual's dependent is experiencing an episode of illness requiring hospitalization or whose wife is pregnant and confinement will occur subsequent to the member's term of service.

(6) Reaching maximum age criteria.

★*b.* Members who are permitted to extend their term of service must be fully qualified under the provisions of section 1, chapter 2 except as follows:

(1) When extensions are for the purposes specified in a(3), (4), and (6) above.

(2) Persons selected for promotion who are extending under rule 7, table 4-1.

(3) Members extending for 12 months or less who do not have an MOS Evaluation Score and do not intend to reenlist are exempt from the MOS Evaluation Score eligibility criterion. (Documentation of intent not to reenlist is not required.)

c. Requests for extension will not be accepted from persons who are transfer processing for separation.

★d. A period of extension will be for 1 or more months as required and authorized.

e. Periods of extensions will not be greater than the authorized reenlistment periods prescribed in table 2-5.

★f. Normally, only one extension will be authorized. However, the appropriate major commander may authorize a subsequent extension when he deems such action justified, unless MILPERCEN must act upon a waiver request before an individual is fully qualified. Subsequent extensions will not be granted for the purpose of changing a retirement date, i.e., after an individual submits an application for retirement. If subsequent extensions are granted, the combined total of these extensions and all previous extensions of the current enlistment may not exceed 48 months.

★g. Provided the period of extension has not commenced, the commander having custody of the individual's personnel records may approve a request for cancellation of extension for the purpose of immediate reenlistment, if otherwise eligible, or for the purpose of requesting a longer period of extension. Requests for cancellation for any other purpose will be forwarded to the Commander, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132. Request will include complete facts and circumstances and justification for cancellation together with a copy of individual's DA Form 20. When approved, the original of the request for cancellation will be forwarded to US Army Enlisted Records Center, Fort Benjamin Harrison, IN 46249, and the duplicate will be filed as semipermanent material in the "Field file section" of the individual's DA Form 201. Concurrently with the approval of a cancellation of an extension of enlistment, action will be taken to correct and/or cancel as appropriate, any record, reports, personnel action, etc., affected by the extension.

h. When the period of extension has commenced and provided the individual is otherwise eligible, the commander may approve a request for separation for the purpose of immediate reenlistment when such reenlistment will not counteract the original purpose of the extension.

Table 4-1. Extension of Enlistment Criteria (see Chapter 5 for Processing Instructions)

	A	B	C	D
R U L E	If a member requests an extension and the purpose is	then limit extension to minimum time needed to achieve its purpose	except extension will not exceed	and action will be taken
1	to meet service remaining requirements for service school training or special assignment of choice	X	48 months	prior to compliance with orders directing movement or enrollment
2	volunteering for an overseas assignment or to complete a normal overseas tour	X	48 months	prior to compliance with orders directing movement

Table 4-1. Extension of Enlistment Criteria (see Chapter 5 for Processing Instructions)—Continued

	A	B	C	D
R U L E	If a member requests an extension and the purpose is	then limit extension to minimum time needed to achieve its purpose	except extension will not exceed	and action will be taken
3	to meet service remaining requirement or to complete a normal overseas special assignment for which selected	X	48 months	prior to compliance with orders directing movement
4	selected for overseas assignment with insufficient service remaining to complete the prescribed overseas tour including members of units which are making a unit movement overseas.	X	48 months	prior to compliance with orders directing movement
5	ordered overseas and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to compliance with orders directing movement
6	serving in an overseas area and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to being granted approval for non-concurrent travel of dependents
★7	to meet service remaining requirement for promotion	X	12 months	prior to promotion

4-4. Statement of intent to reenlist. Rescinded.

★4-5. Processing of persons who are required and refuse to take action to meet length of service requirements. *a.* Individuals who refuse to take action to meet length of service requirements will be counseled on the effects of their refusal. A statement to the effect that the individual has been counseled and refuses to comply with published instructions will be prepared. This statement will include the date, time, and place of counseling, and the name of the counseling officer. The original statement will be forwarded to Commander, US Army Enlisted Records Center, Fort Benjamin Harrison, IN 46249 to be filed permanently in the OMPF, and a copy will be filed in the individual's MPRJ and destroyed at time of separation from the service. An additional copy of the statement will be prepared and forwarded to HQDA (DAPC-EPC) Alexandria, VA 22331

for personnel serving in pay grades E-7, E-8, E-9 and in pay grades E-6 and below whose PMOSC is listed in table 1-1, AR 614-200.

b. These individuals are ineligible to reenlist in grade and for a period of 93 days after discharge. The individual's separation documents will be coded RE-2A.

c. Requests for withdrawal of counseling statement by persons serving in CONUS will be fully justified, and submitted to Commander, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132 for approval/disapproval. Personnel serving overseas will forward requests for withdrawal of counseling statements, fully justified, to the major overseas commander for approval/disapproval. Such request will be submitted prior to 90 days (120 days for E-7, E-8, and E-9) before rotation date. Disposition of approval of withdrawal of counseling statement will be the same as the counseling statement (*a* above).

4-6. Statement of intent to reenlist. Rescinded.

4-7. Persons with 4 or less years of service for pay completed. Rescinded.

4-8. Persons with over 4 years service for pay completed. Rescinded.

4-9. Entitlements. Rescinded.

Section II. ARMY OF THE UNITED STATES AND RESERVE COMPONENTS PERSONNEL

4-10. **General.**★ Members of the Army National Guard of the United States (ARNGUS) and the Army Reserve (USAR), currently serving in the Active Army who do not desire separation under the provisions of AR 635-200, for the purpose of immediate reenlistment, may voluntarily remain on duty beyond expiration of current active duty tour for monthly periods up to a maximum of 12 months. Members of the Army of the United States without component (inductees) may be released from active duty by reason of expiration term of service and may be voluntarily ordered to active duty as reservists, for a maximum period of 12 months.

a. Extensions of periods of active duty may be authorized for the following reasons:

(1) When determined to be in the best interest of the service.

(2) To meet the minimum service remaining requirement for individuals volunteering and selected for—

(a) Specific programs.

(b) Assignment to specific organizations, or

(c) Attendance at Army service schools.

b. Commanders having custody of personnel records are delegated authority to—

(1) Approve requests for extensions of active duty under the provisions of this section, unless a waiver must be granted by a higher authority than the one authorized to grant extensions. In these cases, the approving authority for the waiver must also approve the extension.

(2) Approve requests for cancellation of extensions, provided the period of extension has not commenced.

c. As an exception to the 12-month maximum

period of extension, members of the Army National Guard of the United States and the Army Reserve currently serving on active duty who have applied and been selected for OCS may extend their period of active duty in monthly increments up to the number of months required to meet the service obligation set forth in AR 351-5.

4-11. **Eligibility.** The following categories of personnel may not voluntarily extend their periods of active duty:

a. Individuals who do not meet the criteria for reenlistment in the Regular Army, waivers may be granted by Commander, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132 to otherwise qualified applicants who do not meet the citizenship requirements for Regular Army reenlistment.

b. Individuals en route to or at transfer activities for the purpose of release from active duty or discharge.

c. Individuals undergoing investigation under AR 604-10. Such individuals will not have their period of active duty extended, be reenlisted, or ordered to active duty as reservists under this regulation without specific approval of the Secretary of the Army.

4-12. **Submission of requests for additional active duty.** Each request for extension of active duty will be submitted sufficiently in advance to accomplish necessary administrative actions prior to commencement of permanent change of station or relief from active duty processing. In the event a security clearance is a prerequisite for the training or assignment for which extension of active duty is requested, at least an interim clearance for access

CHAPTER 4
ACTIONS AUTHORIZED TO MEET LENGTH OF SERVICE
REQUIREMENTS

Section I. REGULAR ARMY PERSONNEL

4-1. General. *a.* Enlisted members of the Regular Army who have insufficient service remaining on current enlistment to satisfy service requirements will be afforded the opportunity or required, as appropriate, to take authorized actions indicated below to provide for continued service. Persons who are selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training will not be authorized discharge and immediate reenlistment if they have the required amount of service remaining or can meet the time remaining requirements by an extension of their current enlistment. If time remaining requirements for these persons cannot be met by extension, a reenlistment period of 3 years is authorized. Regular Army personnel who are reenlistment qualified, including those granted waivers, may take one or more of the following actions as authorized by this section, to provide for continued service:

(1) Elect a discharge for the convenience of the Government for the purpose of immediate reenlistment as provided for in chapter 5, AR 635-200.

(2) Extend current enlistment.

b. Individuals with more than 6 years service for pay completed are required to take appropriate action to meet service remaining requirements.

4-2. Parental consent. Parental consent is required for a reenlistment or extension accomplished for men who are under 18 years of age and women who are under 21 years on age at the time. Such consent will be obtained in accordance with chapter 5.

★4-3. Extensions of enlistment. *a.* Extensions of enlistment for Regular Army personnel are authorized only for:

(1) Purposes specified in this section.

(2) Purposes specified in chapter 12, Retirement for Length of Service, AR 635-200.

(3) Purposes specified in chapter 4, Qualitative Management, AR 600-200.

(4) Purposes of determining or attaining eligibility for reenlistment under educational, mental, and MOS evaluation score criteria. Individuals may be extended beyond their ETS only for that period of time necessary for testing. Extensions may be approved in monthly increments the total of which may not exceed 12 months. As an exception, personnel serving in RVN may be extended for sufficient period of time to permit completion of the tour, reassignment to an area outside of RVN and at least 90 days for the test preparation and testing.

(5) Purposes determined by commander having custody of the individual's personnel records to be in the best interests of the Army. Extensions may be approved in monthly increments the total of which may not exceed 12 months.

(6) Reaching maximum age criteria.

b. Members who are permitted to extend their term of service must be fully qualified under the provisions of section I, chapter 2 except when extensions are for purposes specified in *a*(3) and (4) above.

c. Requests for extension will not be accepted from persons who are transfer processing for separation.

d. Periods of extensions will not be greater than the authorized reenlistment periods prescribed in table 2-5.

e. Normally, only one extension will be authorized. However, the appropriate major commander may authorize a subsequent extension when he deems such action justified, unless OPO must act upon a waiver request before an individual is fully qualified. Subsequent extensions will not be granted for the purpose of changing a retirement date, i.e., after an individual submits an application for retirement. If subsequent extensions are granted, the combined total of these extensions and all previous extensions of the current enlistment may not exceed 48 months.

f. Provided the period of extension has not commenced, the commander having custody of

the individual's personnel records may approve a request for cancellation of extension for the purpose of immediate reenlistment, if otherwise eligible, or for the purpose of requesting a longer period of extension. Requests for cancellation for any other purpose will be forwarded to the Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132. Request will include complete facts and circumstances and justification for cancellation together with a copy of individual's DA Form 20. When approved, the original of the request for cancellation will be forwarded to US Army Personnel Service Support Center, Fort Benjamin Harrison, IN 64249, and the duplicate will be filed as semipermanent material in the "Field file section" of the individual's DA Form 201. Concurrently with

Table 4-1. Extension of Enlistment Criteria (see Chapter 5 for Processing Instructions)

R U L E	A	B	C	D
		If a member requests an extension and the purpose is	then limit extension to minimum time needed to achieve its purpose	except extension will not exceed
1	to meet service remaining requirements for service school training or special assignment of choice	X	48 months	prior to compliance with orders directing movement or enrollment
2	volunteering for an overseas assignment or to complete a normal overseas tour	X	48 months	prior to compliance with orders directing movement
3	to meet service remaining requirements for service school training or special assignment for which selected	X	48 months	prior to compliance with orders directing movement
4	selected for overseas assignment with insufficient service remaining to complete the prescribed overseas tour including members of units which are making a unit movement overseas.	X	48 months	prior to compliance with orders directing movement
5	ordered overseas and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to compliance with orders directing movement
6	serving in an overseas area and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to being granted approval for nonconcurrent travel of dependents

to the category of classified defense information will be granted prior to approval of the extension.

4-13. Applications. Individuals will submit a DA Form 2496 requesting additional active duty and attach thereto the statement indicated in figure 4-1. If the training or duty for which applying is covered by one of the reenlistment options authorized in chapter 6, an appropriately modified Part VI—Statements for Enlistment, will be attached to the DA Form 3339-R (fig. 4-1). DA Form 3339-R (Request for extension of Current Period of Active Duty) will be reproduced locally on 8- by 10 1/2-inch paper. Paragraph 1 of the Statements for Enlistment (Part VI) will be amended to read: "In connection with my request for additional active duty." Inapplicable items or comments will be lined out and initialed by the applicant.

a. Applications will be submitted through intermediate commanders to the commander authorized to approve the extension.

b. When an application is approved the applicant will be notified in writing of such approval and a copy of the request and its approval will be made a part of the individual's personnel records.

4-14. Information pertaining to Army of the United States (AUS) personnel. Individuals inducted into the Army and desiring to continue on active duty may volunteer for immediate entry on active duty as Army reservists, to be effective the date following completion of induction period. Applications may be submitted by eligible personnel at any time during the period of induction.

★*a.* The application required by paragraph 4-13 will include, for inductee personnel, the following statement:

"In the event this request is approved I understand that I may not request cancellation of my period of extension if it has commenced."

b. If an individual's application for additional active duty is approved, the following actions will be taken:

(1) Orders effecting his release from active duty will:

(a) Transfer inductee to the Army Reserve.

(b) Order reservist to active duty as a reservist without change of station or unit of assignment.

(c) Cite this regulation and Title 10, United States Code, Section 672(d), as authority.

(2) The individual's personnel records jacket and its contents will be continued in use.

(3) Notation will be made in the Remarks section of DA Form 20 (Enlisted Qualification Record): "Transferred to USAR (date). Vol for AD for months as Res eff"

4-15. Information pertaining to Army Reserve personnel. *a.* If the request for additional active duty is approved for an Army reservist who has sufficient time remaining in his current Reserve enlistment to cover the additional active duty tour desired, the following actions will be taken:

(1) Appropriate orders will be issued substantially as follows:

Under provisions of section 672(d), Title 10, United States Code, (name and service number of member) has been voluntarily retained on active duty for months. Authority: AR 601-280.

(2) Notation will be made in the Remarks section of DA Form 20: "Vol retained on AD months, eff, SO No."

b. If the request for additional active duty is from an Army reservist who does not have sufficient time remaining in his current Reserve enlistment to cover the additional active duty tour desired, he must request concurrently an extension of his enlistment in the reserves. Such a request for extension of his reserve enlistment will be submitted under the provisions of AR 140-111, together with his application for extension of active duty. If his requests are approved, the following actions will be taken:

(1) The individual will be required to sign

Oath of Extension of Enlistment (DA Form 1695) appropriately modified.

(2) Appropriate orders, as prescribed in a(1) above, will be issued to include the phrase: "Having volunteered to extend his enlistment for months."

(3) The following entries will be made in DA Form 20:

(a) Item 11: Show extension of enlistment.

(b) Under Remarks enter: "Enl vol ext months. Vol retained on active duty for months, eff....."

4-16. Information pertaining to Army National Guard of the United States personnel. If a request for additional active duty is approved for an ARNGUS member who has sufficient time remaining in his current enlistment to cover the additional active duty tour requested, actions as outlined in paragraph 4-15a will be taken. If he does not have sufficient time remaining in his current enlistment, instructions indicated below apply:

a. Limitations. An individual may be reenlisted in the Army National Guard of the appropriate State under the authority contained in this section only in conjunction with his extension of active duty.

b. Discharge for purpose of reenlistment. Concurrent discharge from the State Army National Guard and as a Reserve enlisted member of the Army will be accomplished at the expiration of term of enlistment, or prior thereto, for the convenience of the Government for the purpose of immediate reenlistment and extension of active duty tour.

c. Reenlistment. The military authorities of the several States have granted Department of the Army authority to reenlist applicants in their State Guard (ARNG) under this regulation. Reenlistments under this authority will be:

(1) In the Army National Guard of the

State from which ordered to active duty and as a Reserve of the Army.

(2) For a period of 3 years.

(3) In the grade the individual held in the Active Army at time of discharge. Such grades will be designated as the permanent Army National Guard grade on appropriate records.

d. DD Form 4 (Enlistment Contract—Armed Forces of the United States). The DD Form 4 will be prepared in accordance with instructions contained in chapter 7, modified as follows:

(1) In the upper left corner, the words "IMMEDIATE REENLISTMENT" will be typewritten.

(2) In Item 12, the authority for reenlistment will be shown as AR 601-280.

(3) In Item 56, Remarks, enter "Reenlisted to continue on active duty for months."

(4) Item 58 (Oath of Enlistment For Service in National Guard or Air National Guard) will be completed and subscribed to.

e. Orders. When ARNGUS member reenlists, orders will—

(1) Direct his relief from active duty and discharge from the service;

(2) Reorder him to active duty under provisions of section 672(d), Title 10, United States Code, citing this regulation as authority, and

(3) Reassign the individual to present organization and station.

f. Disposition of records.

(1) A copy of orders will be furnished to the appropriate State adjutant general. When reenlistment is involved, two copies of the DD Form 4, with orders attached thereto, will be furnished the appropriate State adjutant general.

★(2) The original copy of the DD Form 4 will be forwarded to Commander, US Army Enlisted Records Center, Fort Benjamin Harrison, IN 46249.

REQUEST FOR EXTENSION OF CURRENT PERIOD OF ACTIVE DUTY (AR 601-280)	DATE
<p>I, _____ <div style="display: flex; justify-content: space-around; width: 100%;"> (Name) (Service No./Social Security Acct No.) </div> </p> <p>have had explained to me the provisions of Section II, Chapter 4, AR 601-280 as pertains to my status (AUS, USAR, or ARNGUS).</p> <p>I understand that :</p> <p style="margin-left: 40px;">a. In the event this request for _____ extension is approved, I may not thereafter retract <div style="text-align: center; margin-left: 100px;">(Number of months)</div> my consent for additional active duty if my period of extension has commenced.</p> <p style="margin-left: 40px;">b. I must satisfactorily complete such requirements as may be indicated in the attached Part VI - Statements for Enlistment which I have signed as modified.</p> <p style="margin-left: 40px;">c. My request for extension is _____ <div style="text-align: center; margin-left: 100px;">(Reasons listed in paragraph 4-10)</div></p>	
SIGNATURE	
NAME, GRADE AND SERVICE NO./SOCIAL SECURITY ACCOUNT NO. (of officer who explained the provisions of Section II, Chapter 4, AR 601-280)	SIGNATURE
STATION	DATE
<p>1 Incl (if applicable) Part VI - Statements for Enlistment</p>	

appropriate surroundings. The ceremony should be personalized and made meaningful to the individual reenlisting. The flag of the United States will be displayed prominently near the individual administering the oath. The words "So help me God" may be omitted for those persons who desire to affirm rather than to swear to the oath. Subsequent to enlistment, the substances of Articles 85 and 86, the Uniform Code of Military Justice, will be explained to the individual.

5-10. Date of reenlistment antedating reenlistments. Except as indicated below, the date of reenlistment is the date upon which the oath of enlistment is administered, and it must be shown on the enlistment record above the

signature of the officer who administers the oath.

a. No reenlistment will be antedated without prior approval of CG, MILPERCEN. When reenlistment in the Regular Army of an individual is delayed through no fault of his own, but for the convenience of the Government, and it appears that he has a well-founded claim to have a prior date recorded as the date of reenlistment, a full report of all the facts, with recommendations will be made to the Commander, US Army Enlisted Records Center, Fort Benjamin Harrison, IN 46249.

b. Under no circumstances will a reenlistment be postdated.

Figure 5-1. Rescinded.

CHAPTER 5

PROCESSING OF APPLICANTS

Section I. GENERAL INFORMATION

5-1. Purpose. The primary purpose of applicant processing is to insure that all persons accepted for Regular Army reenlistment possess the required qualifications. Its secondary purpose is to insure the accurate preparation of records and reports which document the applicant's military status and which therefore may be a matter of major importance during the individual's military service, upon his return to civilian life, and even after his death. Information pertaining to the preparation and disposition of appropriate enlistment forms and records is covered in chapter 7. Other appropriate directives prescribe detailed instructions concerning other personnel records.

★5-2. Application. A member currently serving in the Active Army who desires to reenlist in the Regular Army or to extend a current Regular Army enlistment will submit to his immediate commander, a Request for Regular Army Reenlistment or Extension (DA Form 3340). The unit commander will make an appropriate determination as outlined in chapter 1 concerning the individual's desirability for Regular Army service. When the unit commander approves of the request submitted, appropriate processing outlined in this chapter will be accomplished. The DA Form 3340 will be filed in the MPRJ until reenlistment is accomplished or until ETS, whichever occurs first.

Section II. DETERMINATION OF QUALIFICATIONS

5-3. General. Most items of relevant data pertaining to an individual's eligibility for Regular Army service are a matter of record and can be verified from official personnel records. Particular attention, however, will be given to the matters covered in this section.

★5-4. Parental consent. Rescinded.

5-5. Mental qualifications. Male and female applicants for Regular Army reenlistment who do not meet the mental prerequisites established in chapter 2 and who do not qualify for exception to those standards may be (re)tested with the Army Classification Battery (ACB) under the provisions of AR 600-200 for the purpose of establishing eligibility for Regular Army reenlistment. Combat A and

Combat B aptitude area scores will not be computed for women.

5-6. Medical qualifications. A medical examination is not required for persons currently serving in the Active Army who are discharged under the provisions of chapter 5, AR 635-200 (Convenience of the Government) for the purpose of immediate reenlistment.

★5-7. Application for grade determination. A request for grade determination will be submitted for applicants indicated in chapter 2. Requests will be submitted on DA Form 1696-R (Enlistment Qualifying Application (Specially Recruited Personnel) (fig. 5-2)) which will be locally reproduced on 8- by 10 1/2-inch paper. The title will appear on all locally re-

produced forms. Supporting documents as appropriate will be attached to the form. Applicants from commissioned and warrant officers will be forwarded through the major commander to Commander, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

a. Those commissioned and warrant officers currently on active duty who intend to reenlist the day following termination of their current active duty service will submit application for grade determination as soon as possible after receipt of DA notification and at least 45 days prior to release from active duty.

(1) The MOS and pay grade(s) in which the commissioned or warrant officer desires to be evaluated will be entered in the remarks section of DA Form 1696-R and an MOS evaluation will be completed as required by chapter 5, AR 600-200.

(2) Commissioned and warrant officers with a statutory entitlement to reenlist (para 1-4b) normally will be eligible to apply for reenlistment in their prior enlisted pay grade or in pay grade E-5, whichever is higher. Commissioned and warrant officers without a statutory entitlement to reenlist may apply for enlistment in pay grade E-5; however, individual qualifications will determine the grade to be awarded.

(3) In exceptional cases, reenlistment at

a higher grade than previously specified may be authorized by the Department of the Army when the individual possesses significant qualifications required in an enlisted MOS, and when the individual is recommended for such higher grade by the major commander. However, reenlistment in pay grade E-8 or E-9 may be recommended only when the individual previously held such grade.

(4) Unit personnel officers will record the MOS evaluation tests (4-character), date tested, and evaluation score(s) attained, as shown on the evaluation data card received from the USAEEC, in item 14 of the application prior to forwarding through channels for comment of the commanders.

b. Major commanders will evaluate the individual's qualifications and indicate a recommended grade and MOS. The MOS must be one in which the individual attained an evaluation score of 70 or higher, or an MOS in which the individual could not be evaluated due to nonavailability of a test or to lack of sufficient time to permit testing between notice of release from active duty and scheduled date of release.

c. In making recommendations, the commander will give consideration to the commissioned or warrant officer grade attained, positions held, previous enlisted grades held, training, and potential value to the Army.

Section III. ADMINISTRATION OF OATH OF ENLISTMENT AND RELATED MATTERS

5-8. Orientation prior to administration of oath. Prior to administering the oath of enlistment or extension, the enlisting officer will thoroughly explain the provisions of Article 83, the Uniform Code of Military Justice to the applicant. Its significance with respect to the applicant's answers to questions recorded on enlistment forms will be revealed to the applicant, emphasizing that all statements made by the applicant thereon must be correct.

a. The applicant will be informed that anything against the record which may be a bar to enlistment should be disclosed before the oath is administered.

b. The applicant will also be warned that his fingerprints are on file with the Federal Bureau of Investigation and that should he conceal a criminal record, such record will be discovered later and he will be subject to trial by courts-martial for fraudulent enlistment, or in lieu of trial, he may be given an undesirable discharge.

5-9. Administration of oath of enlistment. The oath of enlistment or extension will be administered by a commissioned officer. Suitable arrangements will be made to insure that the oath is administered in a dignified manner and in

ENLISTMENT QUALIFYING APPLICATION (SPECIALLY RECRUITED PERSONNEL) (AR 601-210 & AR 601-280)				
1. LAST NAME-FIRST NAME-MIDDLE INITIAL		2. FORMER SERVICE NUMBERS		
3. DATE OF BIRTH	4. PHYSICAL PROFILE	5. AFQT TEST AND SCORES		
6. PRIOR ACTIVE FEDERAL SERVICE				
Component or Service	From	To	MOS Code	Grade
TOTAL ACTIVE FEDERAL SERVICE		Years	Months	Days
7. DESCRIPTION OF MAJOR DUTY ASSIGNMENTS ON ACTIVE DUTY				
8. SERVICE SCHOOL COURSES COMPLETED				
Course	MOS Code	School and Location	Length of Course	Year Attended
9. INACTIVE FEDERAL SERVICE				
Component or Service	From	To	MOS Code	Grade
TOTAL INACTIVE FEDERAL SERVICE		Years	Months	Days

DA Form 1696-R, 1 Jul 64

Previous edition of this form is obsolete.

Figure 5-2.

10. CIVILIAN EDUCATION				
Level	Name and Location of School	Major or Specialty	Degree	Year
High School				
College				
University				
Post Graduate				
Other Education and Description of Training which Qualifies for Enlistment Specified.				
11. CIVILIAN EMPLOYMENT SINCE DATE OF LAST SEPARATION FROM THE ARMED FORCES (If additional space is required used blank sheet of paper)				
From (Date)	To (Date)	Employer and Address		
Description of Duties and Responsibilities				
From (Date)	To (Date)	Employer and Address		
Description of Duties and Responsibilities				
12. LIST OF SUPPORTING DOCUMENTS ATTACHED				
13. STATEMENT OF APPLICANT				
I, _____, do hereby acknowledge that I have examined in detail the data and information presented herein and that the same are true, complete and correct to the best of my knowledge and belief.				
Signature _____ (First Name - Middle Name - Last Name)				
14. RECOMMENDATIONS OF RECRUITING OFFICER TO INCLUDE MOS AND GRADE				
Typed Name, Grade and Organization of Recruiting Officer				Signature

Figure 5-2—Continued.

CHAPTER 6

REENLISTMENT OPTIONS

Section I. GENERAL

6-1. General. Reenlistment options are designed to merge valid Army requirements with the personal desires of individuals. In order that these two purposes may be best served it is necessary to insure that—

a. Persons accepted for specific options possess the prescribed prerequisites so that their ability to meet the performance requirements which will be expected of them by the Army can be more readily assured.

b. Persons applying for specific options are thoroughly oriented on the precise nature of the commitment being made so that they may be aware of the extent to which their personal desires can be satisfied by the option selected.

6-2. Qualifications. All applicants must be fully qualified for reenlistment under basic eligibility criteria established elsewhere in this regulation. This chapter prescribes those additional requirements which must be met for the specific option involved.

a. Former members of the Peace Corps who served overseas may not be reenlisted for options which would authorize assignment to USASA, any intelligence duties, or to the country in which they served as Peace Corps volunteers.

b. **Rescinded.**

c. Individuals who have been alerted for overseas service or reassignment within CONUS, either individually or as a unit, are eligible only for present duty assignment option (table 6-3); however, qualified applicants who have 6 or less

years of service for pay completed may be reenlisted for any option for which qualified at expiration term of service (ETS).

d. The selection of an option under this regulation is permitted even if it will result in a second or subsequent permanent change of station during the same fiscal year. See AR 614-6.

★*e.* Individuals with 6 or less years service for pay purposes who were awarded a PMOS which required school training of 20 weeks or more are restricted from reenlisting for further MOS training until they have served in their PMOS for the same period of time required by service remaining requirement in chapter 11, AR 614-200. This restriction does not apply to the following:

(1) If the training acquired in the last school course attended of 20 weeks or more is a prerequisite to further training for which the individual desires to reenlist.

(2) At normal ETS.

(3) Individuals with PMOS 04B or 04C who have completed a utilization tour.

f. The provisions of *e* above also apply to individuals who—

(1) Have completed 20 or more weeks of training, including OJT phase, in the Skill Development Base Program.

(2) Are undergoing training scheduled for 20 or more weeks duration.

g. Individuals authorized discharge for the convenience of the Government under the pro-

visions of AR 635-200 for the purpose of immediate reenlistment, will be reenlisted for a period of service which will expire no earlier than their current ETS plus 8 months.

h. Regular Army persons who have completed over 6 years service for pay purposes and are not required to take action to meet length of service requirements and do not reenlist immediately at the last duty station to which assigned prior to ETS will be classified as ineligible to reenlist for a period of 93 days after discharge. The individual's separation documents will be coded RE-1A.

i. Individuals serving on stabilized assignments may reenlist for any available option for which qualified without regard to length of time served in their current assignment.

6-3. Enlistment program at reception stations and during basic combat training. Rescinded.

6-4. Reports. Rescinded.

6-5. Dual options. Rescinded.

6-6. Waiving reenlistment commitments. Individuals reenlisted with a specific commitment who subsequently desire to waive their commitment will be required to accomplish and sign a statement in duplicate substantially as follows:

I voluntarily waive my reenlistment commitment made at the time of my reenlistment. I realize and fully understand that I will be assigned in accordance with the needs of the service.

The original of this statement will be forward-

ed to US Army Enlisted Records Center, Fort Benjamin Harrison, IN 46249, and the duplicate will be attached to the copy of the DD Form 4 in the individual's Personnel Records Jacket. When a reenlistment commitment for an authorized assignment is waived prior to the reporting date, approval of cancellation will be obtained from the office which authorized the assignment.

6-7. Reenlistment option tables. Table 6-1 lists the authorized options and provides basic information and guidance which applies to all the reenlistment options, except where modified. Modifications, when applicable, are reflected in the specific reenlistment option table. The provisions of table 6-1 together with the specific reenlistment option table will be followed when reenlisting an applicant under this chapter.

6-8. Dual option. Qualified applicants reenlisting for Army Career Group Option are authorized to select Airborne Training/Duty as an additional option in conjunction with the ACG Option provided the requirements for each option are met, and provided training in the ACG will qualify applicant for an MOS announced as an airborne vacancy in DA Circular 614-5. Applicants reenlisting for the Dual Option in oversea areas where airborne training is not available will complete OJT and be classified in an announced airborne vacancy MOS prior to reassignment to CONUS for the airborne training. Persons reenlisting for Dual Option will complete DA Form 3286-1-R.

Section II. BASIC REENLISTMENT OPTION TABLES

Table 6-1. Basic

<i>Line</i>	<i>Item</i>	<i>Comment</i>	<i>Table</i>
1	NAME OF OPTION	Regular Army Reenlistment Option	6-2
		Present Duty Assignment Option	6-3
		Army Career Group Reenlistment Option ..	6-4
		Army Service School Reenlistment Option .	6-5
		Oversea Area Reenlistment Option	6-6
		In-Service CONUS Station or Area Re- enlistment Option	6-7
		Airborne Training/Duty Option	6-8
		Special Forces Reenlistment Option	6-9

<i>Line</i>	<i>Item</i>	<i>Comment</i>	<i>Table</i>
		United States Army Security Agency (USASA) Reenlistment Option	6-10
		MOS for Training and Assignment Under the USASA Reenlistment Option	6-10A
		Special Intelligence Duties (AGC 97) Reenlistment Option	6-11
		Air Defense Command (ARADCOM) Reenlistment Option	6-12
		ARADCOM Metropolitan Areas of Choice	6-12A
		Bandsman Reenlistment Option	6-18
		Practical Nurse Reenlistment Option	6-14
		In-Service Drill Sergeant Reenlistment Option	6-15
		In-Service Reenlistment Option for WAC Training/Sergeant Instructor Duty	6-16
		In-Service Reenlistment Option for Recruiting Duty	6-17
		Rescinded	6-18
		Combat Arms Unit of Choice Reenlistment Option	6-19
		USACC Reenlistment Option	6-20
		★Rescinded	6-21
		Career Counseling Duty Reenlistment Option	6-22
		Language School Reenlistment Option	6-23
		★United States Army Berlin Brigade Reenlistment Option	6-24
		★United States Army 3d Infantry Reenlistment Option	6-25

- | <i>Line</i> | <i>Item</i> | <i>Comment</i> |
|-------------|------------------------------------|---|
| 2 | DESCRIPTION OF OPTION | See specific reenlistment option table. |
| 3 | AVAILABLE TO QUALIFIED APPLICANTS. | <p>a. <i>Who:</i></p> <p>(1) Are reenlisting for periods of 3, 4, 5, or 6 years and,</p> <p>(2) Have 6 or less years service for pay purposes or are members of the USAR or NGUS reenlisting in the Regular Army for the first time regardless of the number of years service for pay completed.</p> <p>★b. <i>When:</i></p> <p>(1) At any time during the last 90 days of current enlistment.</p> <p>(2) At any time after completion of 21 months active Federal service on current term of service of the following individuals:</p> <p>(a) Regular Army personnel serving on their first enlistment with 6 or less months of prior active duty service, or prior active duty service, all of which was in REP-68 or similar training.</p> <p>(b) Army of the United States personnel inducted into service under Military Selective Service Act of 1967.</p> <p>(c) Personnel of the Army National Guard of the United States and the Army Reserve ordered to active duty without prior RA service.</p> |
| ★4 | PREREQUISITES | Meet basic eligibility criteria prescribed in chapter 2 without waiver for disqualifications listed in table 2-2. |
| ★5 | INFORMATION TO APPLICANTS. | <p>Applicants will be informed of the following:</p> <p>a. The provisions of lines 2 through 5 of specific Reenlistment Option Table and line 5 of this table.</p> |

Table 6-1. Basic—Continued.

Line	Item	Comment
		<p>b. Options are for initial assignment only and no promises can be made that the entire enlistment period or any definite portion thereof will be served in the assignment chosen except when specifically stated in option table.</p> <p>c. If grade or MOS changes prior to reassignment, applicant may be ineligible for the assignment for which enlisting and may be assigned according to current qualifications and needs of the Army.</p> <p>d. Individuals who take short discharges subsequent to a reenlistment for which reenlistment bonus (and VRB) was paid are subject to prorated recoupment or nonpayment of bonus (and VRB).</p>
★6	OPTION PROCESSING PROCEDURES.	<p>a. Normal processing procedures prescribed by chapter 5.</p> <p>b. Request for assignment instructions will be requested 1 to 4 months prior to anticipated date of reenlistment.</p> <p>c. If an applicant should fail to reenlist for an authorized assignment, a report of cancellation will be made to the office which authorized the assignment.</p> <p>d. If a change in the applicant's grade and/or MOS occurs prior to reenlistment for authorized assignment, applicant will be reported for confirmation or change of assignment.</p> <p>e. Reenlistment will be accomplished and all required personnel records prepared or completed prior to the individuals reassignment. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p>
★7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	<p>a. Processing requirements in the oversea command are the same as those within CONUS except as modified herein and in the option table.</p> <p>b. Request for assignment instructions will be requested 1 to 5 months prior to anticipated departure from the oversea command.</p> <p>c. Applicant with 6 or less years service for pay completed reenlisting in a long tour area is eligible for return to CONUS (or reassignment to another oversea area as appropriate) at ETS with credit for completed oversea tour:</p>
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	DA Form 3286, Parts I through VI—all applicants.
★9	RECORD ENTRIES AND ORDERS.	<p>Orders and records of applicants found to be qualified for reenlistment for a specific option will contain entries as follows:</p> <p>a. <i>Orders</i>: Reenlistment orders will specify the option for which the applicant is reenlisting.</p> <p>b. <i>DD Form 4 (Enlistment Contract—Armed Forces of the United States)</i>:</p> <p>(1) <i>Item 12</i>: AR 601-280.</p> <p>(2) <i>Item 48</i>: (Enter reenlistment option and, if eligible, VRB multiplier and MOS.)</p>

Section III. Authorized Reenlistment Option Tables
(To be used together with table 6-1)

Table 6-2. Regular Army Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Regular Army Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment to training and/or duty in accordance with the needs of the Army.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
★3	AVAILABLE TO QUALIFIED APPLICANTS.	a. Who are not eligible to select another available option regardless of grade or amount of service completed. b. At any time after completion of 21 months of total active service when reenlisting to meet service remaining requirement as provided in chapter 4.
4	PREREQUISITES	Line 4, table 6-1 not applicable to this option.
5	INFORMATION TO APPLICANTS.	No modification.
6	OPTION PROCESSING PROCEDURES.	When appropriate, request assignment instructions in accordance with AR 614-200.
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	Line 7, table 6-1 not applicable.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	No modification.

Table 6-3. Present Duty Assignment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Present Duty Assignment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment after reenlistment will be to present duty assignment or to any vacancy for which qualified provided a change of station is not involved in the assignment, except as provided in paragraph 7, AR 614-6.
★3	AVAILABLE TO QUALIFIED APPLICANTS.	a. Who are permanent party personnel regardless of grade. b. At any time after completion of 21 months of total active service when reenlisting to meet service remaining requirement as provided in chapter 4.
★4	PREREQUISITES	Line 4, table 6-1 not applicable to this option.
5	INFORMATION TO APPLICANTS.	No modification.
6	OPTION PROCESSING PROCEDURES.	No modification.
★7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	Comment b and c, line 7, table 6-1 not applicable to this option.
★8	STATEMENT FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	No modification.

Table 6-4. Army Career Group Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Army Career Group Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to training in one of the 3-character MOS embraced by the 2-character Army Career Group for which reenlisted.

Table 6-4. Army Career Group Reenlistment Option—Continued.

Line	Item	Comment
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-4 or below.
4	PREREQUISITES	<p>a. Meet the minimum medical fitness standards required for the Army Career Group selected unless the applicant is eligible under the provisions of AR 611-201 for the Army Career Group selected by reason of the previous award of, and satisfactory performance in, an MOS within the same Army Career Group. Special medical fitness requirements for the initial classification and training of personnel in Army Career Groups are contained in AR 611-201.</p> <p>b. Possess a standard score of 100 or higher in the aptitude area pertinent to the Army Career Group for which applying and standard scores of 90 or higher in at least two additional aptitude areas.</p> <p>c. Meet any additional prerequisites prescribed by AR 611-201 or other directives for the Army Career Group for which applying.</p>
5	INFORMATION TO APPLICANTS.	<p>a. Applicant will read the MOS descriptions, with special attention to the duties, physical, mental, and special requirement section, of every MOS embraced by the Army Career Group for which applying.</p> <p>b. Be informed of the MOS within the Army Career Group for which he does not appear to be qualified on the basis of pre-enlistment processing.</p> <p>c. Be informed of all the prerequisites required for the ACG which cannot be determined prior to reenlistment.</p> <p>d. Be informed that should he fail to meet any of the above prerequisites after reenlistment, he will be reassigned in accordance with the needs of the Army and will not be offered another reenlistment choice.</p>
★6	OPTION PROCESSING PROCEDURES.	<p>a. Although the applicant receives no single assurance of either school or on-the-job training prior to reenlistment, he must be informed of his eligibility for school or on-the-job training in the MOS of the Army Career Group so far as it can be determined before his reenlistment, and he must be made aware of those applicable prerequisites which must be determined after reenlistment.</p> <p>b. Prior to reenlistment, Career Counselor will insure that proper assignment for OJT or school training can be accomplished.</p> <p>c. OJT must be within the capabilities of the major command; however, it is not authorized if it will result in assignment to a PMOS listed as overstrength in the current DA Cir 611 series.</p> <p>d. If OJT cannot be accomplished within the major command and training is required, the training space must be obtained from HQDA (DAPC-EPT-S) prior to reenlistment. Request for training space by telephone is authorized (AUTOVON 221, EXT 7997/7998).</p>
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	<p>a. Line 7. Table 6-1 not applicable to this option.</p> <p>b. Applicant must select an Army Career Group for which the oversea command has training capability and in which a vacancy for assignment exists within the command.</p>
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	No modification.

Table 6-5. Army Service School Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Army Service School Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises attendance at the specific MOS producing Army service school course of choice. Reenlistment at secondary MOS course is authorized providing entry level training is taught at same installation.
3	AVAILABLE TO QUALIFIED APPLICANTS.	a. Reenlisting for 4, 5, or 6 year periods. b. In pay grade E-6 or below.
4	PREREQUISITES	a. Possess a physical profile equal to or higher than (in every factor) the highest physical profile contained in AR 611-201 for the MOS. b. Meet, without exception, the prerequisites prescribed in AR 611-201 and DA Pam 350-10 for attendance at the school course of choice. c. Select a course which: (1) Requires no special processing for application such as would be required for OCS, Army Language Training, WO Flight Training, Nuclear Power Plant Operator. (2) Is not conducted in US Army Training Centers as Advanced Individual Training. d. In a pay grade that is not higher than that authorized in AR 611-201 for the 3-character MOS in which to be trained (exclusive of prerequisite entry level training). ★e. If in pay grade E-6 upon reenlistment: (1) Possess a PMOS that is listed as surplus in the current DA Cir 611-14, or (2) Request a course which provides advanced training for career development in currently held 3-character PMOS, provided that MOS is not included as surplus for pay grade E-7. These applicants may not request training within their current MOS except at a higher skill level than currently held. f. If an NCO applying for a course in which his NCO grade is not authorized, sign a statement prior to reenlistment agreeing to accept specialist status upon successful completion of school course. g. Possess security clearance, if required, prior to arrival at the service school. h. Meet any other special requirements for the school course selected.
★5	INFORMATION TO APPLICANTS.	Applicant will be— a. Oriented on the school courses in which interested to include an explanation and discussion of course purpose, scope, and prerequisites as outlined in DA Pam 350-10 and a review of the MOS description (AR 611-201) for which the course trains. b. Advised to indicate second and third choice school courses in the event course quotas are not available for first choice. c. Assisted in selecting alternate courses, when appropriate. d. Advised that if relieved from the school course or prerequisite training for academic deficiency, disciplinary reasons, or failure to retain required security clearance, he will be reassigned in accordance with the needs of the Army and be required to complete the term for which he reenlisted.

Table 6-5. Army Service School Reenlistment Option—Continued.

Line	Item	Comment
		<ul style="list-style-type: none"> e. Informed that if the school course selected is discontinued before he attends or while he is in attendance, or if he is later medically disqualified for the course selected, he will be provided the opportunity to select another course for which qualified and for which quotas are available. f. Be informed that individuals selecting an option for retraining which, upon successful completion, will result in redesignation of PMOS (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
★6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> a. Requests for school course quotas under this option will be made by telephone in CONUS between 0800 and 1630 hours (Eastern Standard or Eastern Daylight time, as appropriate), Monday through Friday, AUTOVON 221, Ext 7997/7998. b. In his request for quota, the career counselor will report the following personnel data: <ul style="list-style-type: none"> (1) Grade (2) PMOS (3) BPED (4) BASD (5) ETS (6) School course choices (7) Name (8) SSN (9) Physical profile (10) Appropriate aptitude area score (11) Security clearance (12) Reenlistment date (13) Reenlistment leave (amount)
★7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	<p>Requests for school course quotas will be submitted on DA Form 2496 with the information required by line 6b with exception of line 6b (13), to HQDA (DAPC-EPT-S) Alexandria, VA 22331 not earlier than 5 months or later than 3 months prior to anticipated departure from oversea commands. The following information will be included:</p> <ul style="list-style-type: none"> (1) Current tour is in long or short tour area. (2) Effective date of departure for overseas. (3) Requested date of return to CONUS. If applicant desires and is eligible to extend rotation date in consideration of attending school of choice, so indicate. (4) Amount of leave desired upon return to CONUS.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	<ul style="list-style-type: none"> a. Reenlistment orders will include the following additional information: <ul style="list-style-type: none"> (1) Course number and title. (2) Class reporting date. (3) School quota control number (SQN). (4) Reporting date to school (same as class reporting date). b. Orders will assign enlistees to the student detachment of the appropriate Army Service School as follows: <ul style="list-style-type: none"> (1) Those reenlisted for attendance at a school course of 20 or more weeks duration will be assigned to the school in a PCS status. (2) Those reenlisted for attendance at school course of less than 20 weeks duration will be assigned to the school

Line	Item	Comment
		in a TDPFO-PCS status as prescribed in appendix A, AR 310-10.
c.	DD Form 4 will include the following additional information:	
	(1) <i>Item 48</i> : Course Title and Number.	
	(2) <i>Item 56</i> : Ref Item 48: Class quota authorized by SQN (number) per (DA instrument of authorization).	

Table 6-6. Oversea Area Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Overseas Area Reenlistment Option.
★2	DESCRIPTION OF OPTION	Promises to qualified applicants: a. Assignment to one of the following overseas areas of choice: (1) Rescinded. (2) Korea. (3) Pacific area, long tour. (4) Pacific area, short tour. (5) Alaska. (6) Caribbean area. (7) Europe. b. A guarantee of 12 months in long tour areas or 12 months from date of arrival of dependents, whichever occurs later.
8	AVAILABLE TO QUALIFIED APPLICANTS.	Reenlisting for 4, 5, or 6 year periods (3 years authorized for overseas areas identified as short tour areas in AR 614-30) who are in pay grade E-6 or below regardless of the number of years service completed.
★4	PREREQUISITES	a. Qualify as a volunteer for overseas service under AR 614-30. b. Be qualified in a PMOS for which an overseas requirement exists.
★5	INFORMATION TO APPLICANTS.	a. Applicant with 6 or less years service completing a normal tour in a short tour area is authorized a discharge at the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for assignment to another overseas area. b. If applicant is a non-US citizen, a favorable background investigation with recommendation for overseas assignment must be completed prior to overseas movement. Failure to receive such a favorable investigation will negate the overseas option and applicant will be assigned in accordance with the needs of the Army and required to complete the term for which enlisted.
★6	OPTION PROCESSING PROCEDURES.	a. Obtaining assignment instructions (see line 7 for special instructions pertaining to overseas commands): (1) Requests for assignment instructions under this option will be made by telephone in CONUS, AUTOVON 221, extension 7740 or 7782. (2) In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-200 and the following: (a) Additional awarded MOS. (b) Desired assignment (3 choices in order of preference). (c) Last overseas area for which a complete tour is credited, DROS. If no complete tour, indicate "none." (d) Applicants eligibility for concurrent travel of dependents and whether he desires to request concurrent or nonconcurrent travel of dependents. (e) Physical profile code. (f) If applicant is a non-CONUS resident, indicate area of residence.

Table 6-6. Oversea Area Reenlistment Option—Continued.

Line	Item	Comment
		<p>b. Processing required for oversea movement. The unit to which the individual is assigned at time of reenlistment for this option is responsible for the following:</p> <p>(1) POR qualification of the individual under the provisions AR 612-2.</p> <p>(2) Informing persons with dependents of the provisions of AR 55-46.</p> <p>(3) Processing persons who are not eligible for or who do not desire to request concurrent travel of dependents as follows:</p> <p>(a) Port call instructions will be requested in accordance with chapter 3, AR 55-28.</p> <p>(b) Upon receipt of port call instructions and completion of POR processing, the individual will be reassigned from his current unit to the appropriate USA-OSREPLSTA for further assignment to the oversea command.</p> <p>(4) Processing persons who are eligible for and who desire to request concurrent travel of dependents as follows:</p> <p>(a) Request for concurrent travel of dependents (unless submission is precluded or suspended by separate DA directives and/or orders) will be transmitted to the oversea commander in accordance with AR 55-46.</p> <p>(b) If request for concurrent travel is approved, the individual will be reassigned from his current unit directly to the specific oversea organization and station. Processing will be in accordance with the provisions of AR 55-46 and port call will be requested in accordance with chapter 3, AR 55-28.</p> <p>(c) If request for concurrent travel is not approved, individual will be processed as outlined in (3) above.</p>
★7	SPECIAL INSTRUCTIONS FOR OVERSEA COMMANDS.	No modification.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
★9	RECORD ENTRIES AND ORDERS.	<p>a. Orders. Reenlistment orders will specify applicant is an enlistee for the Oversea Area Reenlistment Option under the provisions of table 6-6 and will include additional information as follows:</p> <p>(1) Assignment control number (ACN).</p> <p>(2) Date of Authorization.</p> <p>(3) Oversea organization and station.</p> <p>b. DD Form 4: Item 56: Ref Item 48: Initial assignment authorized by ACN (number) per (DA instrument of authority) (date).</p>

Table 6-7. CONUS Station or Area of Choice Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	CONUS Station or Area of Choice Reenlistment Option.
2	DESCRIPTION OF OPTION	This option guarantees assignment of a minimum 12 months duration at the CONUS station or area of choice.
★8	AVAILABLE TO QUALIFIED APPLICANTS.	Who are in pay grade E-6 and below regardless of the number of years service for pay purposes completed.

Line	Item	Comment
4	PREREQUISITES	<p>a. If serving overseas, complete a normal overseas tour; or if applicant has 6 or less years service, have an ETS prior to completion of a normal tour.</p> <p>b. Be qualified in an MOS for which a requirement exists at the CONUS station or area for which applying.</p> <p>c. Have no assignment limitation which will preclude assignment to the station or area of choice.</p>
★5	INFORMATION TO APPLICANTS.	Individuals serving overseas with 6 or less years service who will complete a normal overseas tour are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option provided they have completed 21 months of total active service.
★6	OPTION PROCESSING PROCEDURES.	<p>a. Requests for assignment instructions under this option will be made by telephone, AUTOVON 221, Ext 7740 or 7782.</p> <p>b. In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-200 and the following:</p> <p>(1) Additional awarded MOS.</p> <p>(2) Desired station or area (3 or more choices in order of preference).</p> <p>(3) Last overseas area for which a complete tour is credited. If no complete tour, indicate "none."</p> <p>(4) Physical profile code.</p>
★7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	<p>In his request for assignment instructions the career counselor will report the personnel data required by AR 614-200 and the following:</p> <p>(a) Additional awarded MOS.</p> <p>(b) Desired station or area (3 or more choices in order of preference).</p> <p>(c) Date departed United States and date normal overseas tour will be completed.</p> <p>(d) Physical profile code.</p>
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the CONUS Station or Area of Choice Reenlistment Option under the provisions of table 6-7, and include additional information as follows:</p> <p>(1) Assignment Control Number (ACN).</p> <p>(2) Date of authorization.</p> <p>(3) CONUS Station or area to which assigned.</p> <p>b. <i>DD Form 4</i>: Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).</p>

Table 6-8. Airborne Training/Duty Option

Line	Item	Comment
1	NAME OF OPTION	Airborne Training/Duty Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to airborne duty provided required training is completed satisfactorily and individual can pass Physical Fitness Test.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.

Table 6-8. Airborne Training/Duty Option--Continued.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
★4	PREREQUISITES	Meet special requirements as prescribed in chapter 10, AR 614-200 (Selection and Processing of Volunteers for Airborne Training and Assignment), and be qualified to perform duty in an MOS listed as an airborne vacancy in DA Circular 614-5.
★5	INFORMATION TO APPLICANTS.	Applicant will be informed of the provisions of chapter 10, AR 614-200.
★6	OPTION PROCESSING PROCEDURES.	a. Submit an application for airborne training/duty as prescribed in chapter 10, AR 614-200 and as modified by the provisions of this table. b. Upon approval of application for airborne training/duty applicant will undergo normal reenlistment processing as prescribed in this regulation.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	a. When airborne training is available in the oversea command in which serving reenlistment for this option will entail continued service in the same oversea area. b. When airborne training is not available in the oversea command in which serving, comment c, line 7, table 6-1 applies.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	No modifications.

Table 6-9. Special Forces Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Special Forces Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to special forces duty provided prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
★4	PREREQUISITES	Applicant must meet special requirements prescribed in chapter 12, AR 614-200.
★5	INFORMATION TO APPLICANTS.	Applicants will be informed of the provisions of chapter 12, AR 614-200.
★6	OPTION PROCESSING PROCEDURES.	a. Submit an application for Special Forces Training/duty, as prescribed in chapter 12, AR 614-200. b. Upon approval of application for Special Forces Training/duty, applicant will undergo normal reenlistment processing as prescribed in this regulation. c. If applicant declines reenlistment or becomes disqualified after acceptance, the declination or disqualification will be reported to the commander who approved the applicants reenlistment for this option. d. Acceptance not finalized by reenlistment within 30 days are automatically void. "Date of acceptance" is defined as the member's current ETS date or date of availability as indicated in original application for Special Forces Training/duty. e. Upon reenlistment for this option, persons will be assigned in accordance with instructions contained in the instrument of approval for reenlistment.
★7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	When there is a special forces organization assigned within the oversea command, reenlistment for this option will entail continued service in the same oversea area.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify that the applicant is an enlistee for the Special Forces Reenlistment Option Table 6-9 and will identify the special forces organization to which assigned for training.</p> <p>b. <i>SF 22 (Report of Medical Examination)</i>:</p> <p>(1) <i>Item 76A</i>: 111111 (for men who have never performed special forces duty).</p> <p>(2) <i>Item 76B</i>: A (for men who have never performed special forces duty).</p> <p>(3) <i>Item 77A</i>: Reenlistment for Special Forces Training/duty.</p> <p>c. <i>DD Form 4</i>:</p> <p>(1) <i>Item 56</i>: Ref Item 48: Reenlistment for Special Forces authorized by (cite instrument which authorizes enlistment for special forces).</p> <p>(2) <i>Attach as inclosures to DD Form 4</i>:</p> <p>(a) Original application attached to duplicate copy.</p> <p>(b) Copies of reenlistment authorization document attached to original and duplicate copies of DD Form 4.</p>

Table 6-10. United States Army Security Agency (USASA) Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	United States Army Security Agency (USASA) Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to USASA provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	<p>a. Have satisfactorily completed basic (basic combat) training.</p> <p>b. Be a high school graduate or the equivalent. (The CGUSASA may waive this requirement.)</p> <p>c. Have a GT aptitude area score of 100 or higher. (The CGUSASA may waive this requirement.)</p> <p>d. Be of excellent character, discretion, and of unquestioned loyalty to the United States.</p> <p>e. Meet citizenship requirements as follows:</p> <p>(1) Applicant and spouse must be United States citizens. If the applicant or spouse is a United States citizen by naturalization, approval procedures on line 6b below apply.</p> <p>(2) The immediate family of the applicant and spouse should be United States citizens. For the purpose of this option, immediate family is defined as parents, brothers, sisters, and offspring. When members of the immediate family are not US citizens, approval procedures on line 6b below, apply.</p> <p>(3) No member of the immediate family of the applicant or spouse, and no person to whom the applicant and spouse may reasonably be considered to be bound by ties of affection, kinship, or obligation, may be a resident of a foreign country having basic or critical national interests opposed to those of the United States. When the applicant and/or spouse have relatives or alien friends residing in foreign countries approval procedures on line 6b below apply.</p>

Line	Item	Comment
5	INFORMATION TO APPLICANTS.	<p><i>f.</i> Receive prior approval for reenlistment from the CGUSASA, an authorized USASA field representative, or a representative of a USASA Personnel Procurement and Processing Detachment attached to training centers within the continental United States.</p> <p><i>a.</i> The training and/or duty to which he will be assigned will depend on his individual qualifications and the requirements of USASA and will be determined by the CGUSASA.</p> <p><i>b.</i> Should he fail to meet required standards and/or prerequisites for retention with the agency either during training or duty assignment, he will be advised of this and that his reenlistment commitment has been voided. He will be relieved from USASA, reassigned in accordance with the needs of the Army and will be required to complete the term for which reenlisted.</p> <p><i>c.</i> His financial activities and sense of financial responsibility must be such as to make it highly unlikely that he would succumb to temptation arising from financial difficulties.</p> <p><i>d.</i> Foreign interests, foreign holdings, or continual personal indebtedness are considered to be possible causes of security risk.</p> <p><i>e.</i> His personal habits and traits of character must be unquestionable from a security standpoint.</p> <p><i>f.</i> A person with the following habits or characteristics is not considered to be a satisfactory security risk.</p> <ol style="list-style-type: none"> (1) Heavy drinker. (2) Drug addict. (3) Gambler. (4) One who is unduly susceptible to persuasion. (5) One who is egotistically loquacious or emotionally unstable. (6) One who possesses other habits or traits of character which may prompt indiscreet disclosures. <p><i>g.</i> He must be approved for a security clearance by the CGUSASA and qualify for retention of such clearance.</p>
6	OPTION PROCESSING PROCEDURES.	<p><i>a. Preliminary determination of eligibility:</i></p> <ol style="list-style-type: none"> (1) Upon receipt of an application for reenlistment for USASA, the career counselor will review all relevant documents and interview the applicant to determine if he meets prerequisites required to apply for this option. (2) If the applicant fails to meet a qualification which is waivable by the CGUSASA, the disqualification will be noted on the documents provided to the USASA field representative in accordance with (4) below. (3) If special approval procedures are required for citizenship status, this fact will be noted on documents provided the USASA field representative. (4) The Army career counselor will inform the applicant of the provisions of line 5, this table. If, after completion of this interview, the applicant still desires to apply for this option and it appears that he is qualified for reenlistment, and it appears that he is qualified for reenlistment, the Army career counselor will arrange for the applicant to be interviewed by the local USASA field representative. The career counselor will provide the USASA field representative with all relevant documents pertaining to the applicant to include a penciled copy of the DD Form 398 (Statement of Personal History). <p><i>b. Interview by USASA field representative:</i></p> <ol style="list-style-type: none"> (1) The local USASA field representative will interview the

Line	Item	Comment
		applicant for the purpose of orienting him on the missions, functions, and responsibilities of USASA and of determining the applicant's suitability for reenlistment for USASA.
		(a) If, as a result of the interview, the USASA field representative considers the applicant suitable for reenlistment without waiver, he will through channels, obtain an acceptance and assignment instructions.
		(b) If, as a result of the interview, the USASA field representative considers the applicant suitable for reenlistment, however, a waiver or special procedures for citizenship requirements apply, he will assist the applicant in the preparation of a waiver request which will be forwarded by the USASA field representative to the Commander, US Army Security Agency, ATTN: IAAG-PP, Arlington Hall station, Arlington, VA 22212, for approval. Upon receipt of notification of approval from the CGUSASA, the applicant may be reenlisted.
		(c) If, as a result of the interview, the USASA field representative considers the applicant to be unqualified for USASA, he will tactfully inform the applicant of this and refer him back to the career counselor who will attempt to interest the applicant in another option, if appropriate.
		(2) The local USASA field representative will review the penciled copy of the DD Form 398 for accuracy and completeness and advise the applicant of any modifications required.
		<i>c. Action after approval for reenlistment is obtained:</i>
		(1) The career counselor will supervise and assist the applicant in the preparation of the Statement of Personal History (DD Form 398) and the FBI US Department of Justice Fingerprint Card (FD Form 258) as follows:
		(a) The DD Form 398 will be prepared in quadruplicate in accordance with the instruction contained in appendix III, AR 381-130. Item 80 (Remarks), DD Form 398 will contain the remark "I have executed DD Form 98 (Armed Forces Security Questionnaire) without qualification."
		(b) The FD Form 258 will be completed in duplicate.
		(c) The completed forms will be reviewed for accuracy prior to dispatch and will be forwarded directly to the CDR, USASA, ATTN: IAAG-PP, Arlington Hall Station, Arlington, VA 22212.
		(2) Upon reenlistment for USASA, applicants will be sent directly from the place of reenlistment to the USASA unit to which assigned in accordance with instructions issued by MILPERCEN. Reenlistment will be accomplished and all required personnel records prepared and/or appropriately annotated before the individual is ordered to report to the USASA unit to which assigned.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.

Line	Item	Comment
9	RECORD ENTRIES AND ORDERS.	<p>Orders and records of applicants found to be qualified for reenlistment for this option will contain entries as follows:</p> <p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the USASA Reenlistment Option under the provisions of table 6-10, and will include the following additional information.</p> <p>(1) USASA unit to which assigned.</p> <p>(2) Authority for assignment and acceptance by USASA.</p> <p>(3) Two copies of all orders issued on persons reenlisting for this option will be forwarded to the CDR, USASA, ATTN: IAAG-PP, Arlington Hall Station, Arlington, VA 22212.</p> <p>b. <i>DD Form 4 (Enlistment Contract—Armed Forces to the United States)</i>:</p> <p><i>Item 56</i>: Ref Item 48: USASA acceptance and assignment instructions per (cite authority).</p>

Table 6-10A. MOS for Training and Assignment Under the USASA Reenlistment Option

Line	MOS code	OPERATIONS
		MOS title
1	74A10	Data processing Equipment operator.
2	74B20	Card and Tape Writer.
3	74E20	ADPS Console Operator.
4	74F20	ADPS Programing Specialist.
5	93G20	Microbarograph Specialist.
6	98B20	Cryptoanalytic Specialist.
7	98C20	Traffic Analyst.
8	98D20	Communication Security Analyst.
9	98G20	Voice Interceptor.
10	98J20	Signal Analyst.
11	04B20	Interceptor (Foreign Language).
12	05C20	Radio Teletype Operator.
13	05D20	Special Identification Operator.
14	05G20	Communications Monitor.
15	05H20	Morse Interceptor.
16	05K20	Teletype Interceptor.
		MAINTENANCE
17	26F20	Radar Repairman.
18	26K20	Electronic Warfare Repairman.
19	26L20	Microwave Radio Repairman.
20	31K20	General Cryptographic Repairman.
21	32B20	Fixed Station Receiver Repairman.
22	32C20	Fixed Station Transmitter Repairman.
23	82F20	Fixed Ciphony Repairman.
24	32G20	Fixed Cryptographic Repairman.
25	33B20	Intercept Equipment Repairman.
26	33E20	Microbarograph Repairman.
27	34C20	ADPS Equipment Repairman.
28	34D20	ADPS Repairman.

Table 6-11. Special Intelligence Duties (ACG 97) Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Special Intelligence Duties (ACG 97) Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to duty in controlled intelligence mili-

Line	Item	Comment
		tary, occupational specialties (MOS) and duties provided required prerequisites are met.
8	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	Meet special requirements as prescribed in AR 614-200 (Assignments in Controlled Intelligence MOS).
★5	INFORMATION TO APPLICANTS	<ul style="list-style-type: none"> a. Provisions of AR 614-200. b. The scope, purpose, and prerequisites for attendance at school courses for special intelligence MOS as prescribed in DA Pam 350-10 (US Army Formal Schools Catalog). c. The MOS descriptions of special intelligence MOS as contained in AR 611-201 and AR 611-202.
6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> a. Submit an application for special intelligence duties as prescribed in AR 614-200. b. Upon approval of application for special intelligence duties, applicants will undergo normal reenlistment processing as prescribed in this regulation.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
★9	RECORD ENTRIES AND ORDERS.	<ul style="list-style-type: none"> a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Special Intelligence Duties Reenlistment Option under the provisions of table 6-11, and will include the following additional information: <ul style="list-style-type: none"> (1) Report date to US Army Intelligence School, if applicable. (2) Initial unit of assignment, if applicable. (3) Approval authority and date. (4) Two copies of the reenlistment orders will be furnished HQDA (DAPC-EPC-UI) Alexandria, VA 22331 within 15 days of reenlistment date. b. <i>DD Form (Enlistment Contract—Armed Forces of the United States)</i>: <ul style="list-style-type: none"> (1) <i>Item 48</i>: Special Intelligence Duties Reenlistment Option (ACGP 97) with initial assignment to (unit, if applicable). (2) <i>Item 56</i>: Ref Item 48: MILPERCEN acceptance per (cite authority) (date).

Table 6-12. United States Army Air Defense Command (ARADCOM) Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	ARADCOM Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to a surface-to-air guided missile (SAM) unit of the United States Army Air Defense Command (ARADCOM) located in or near a metropolitan area of choice selected from the list of locations shown in table 6-12A, provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Serving in grade E-5 or below (including persons presently serving with an ARADCOM unit).
4	PREREQUISITES	<ul style="list-style-type: none"> a. Must be a US citizen. b. Qualify under the provisions of AR 50-5.

Line	Item	Comment
5	INFORMATION TO APPLICANTS.	<ul style="list-style-type: none"> c. Have a numerical designation of "1" under the "S" (Psychiatric) factor of the physical profile serial "PULHES." d. Do not have a history of mental instability, juvenile delinquency, or criminal tendencies. e. Meet without exception the school prerequisites established in DA Pam 350-10 (US Army Formal School Catalog). f. Possess final SECRET clearance. g. Be a high school graduate or possess equivalent certification. <ul style="list-style-type: none"> a. Acceptance by the CG ARADCOM is required for reenlistment for this option. b. Indicate in order of preference 3 of the locations listed in table 6-12A, one of which will serve as the basis for his initial assignment provided a vacancy exists. c. Personnel who reenlist for ARADCOM under this option will be assigned for training and duty in one of the following MOS only: <ul style="list-style-type: none"> (1) MOS 16B—Hercules Missile Crewman; (2) MOS 16C—Hercules Missile Fire Control Crewman; (3) MOS 16D—Hawk Missile Crewman; (4) MOS 16E—Hawk Missile Fire Control Crewman. (5) MOS 16H—Air Defense Artillery Operations and Intelligence Assistant. (6) MOS 16K—Fire Distribution Systems Crewman. d. Training in MOS 16B, 16C, 16D, 16E and 16H will be conducted at the United States Army Training Center (Air Defense) Fort Bliss, Texas prior to assignment to the ARADCOM metropolitan area of choice. Personnel reenlisted in MOS 16K will receive OJT in lieu of formal school training. e. Persons accepted for reenlistment for this option who are already qualified in one of the MOS listed above will proceed directly to the unit of assignment designated by the CG ARADCOM. f. Persons assigned to ARADCOM are subject to the selection and retention criteria prescribed in AR 50-5 throughout the period of their training and assignment. The applicant must review AR 50-5 and his attention will be called specifically to the provisions of paragraph 3-4, AR 50-5. g. Personnel reenlisting for this option are guaranteed a 16-month stabilized tour in the metropolitan area of assignment. h. Missile units of ARADCOM are located in or in proximity to the metropolitan areas shown in table 6-12A. It must be understood by the applicant that these are "area" assignments and are not necessarily within "city limits." i. Should ARADCOM SAM units in a metropolitan area be relocated or inactivated, personnel who have not completed their period of stabilization will: <ul style="list-style-type: none"> (1) Be permitted to select three areas of choice where ARADCOM SAM units with vacancies in their PMOS are located. (2) Be reassigned to other ARADCOM units designated by the CG ARADCOM if they do not designate a preference. (3) Be allowed to complete the unexpired period of stabilization at the new unit of assignment. (4) Be required to complete the period of service for which reenlisted.
6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> a. Applicant interview: <ul style="list-style-type: none"> (1) The career counselor will review all relevant documents and interview applicant to establish eligibility for reenlistment

Line	Item	Comment
		for this option with particular attention being given to the requirements of AR 50-5.
		(2) During the interview, the counselor will determine and verify the following items of personnel data which will be used in obtaining authority for reenlistment:
		(a) Name.
		(b) Grade.
		(c) SSN.
		(d) Current PMOS.
		(e) Physical profile code (to include normal color perception).
		(f) Period of reenlistment.
		(g) Reenlistment date or ETS.
		(h) Marital status.
		(i) COB/AE score.
		(j) Acceptable UP AR 50-5.
		(k) Security clearance.
		(l) Citizenship.
		(m) Previous conduct and efficiency ratings.
		(n) Three metropolitan areas of choice in order of preference.
		(o) Educational level attained.
	b. Obtaining approval for reenlistment.	
	(1) When all preliminary processing has been completed, a notice of acceptance and assignment instructions will be requested from the CG ARADCOM by telephone or message as indicated below. Direct communication between post, camp, and station reenlistment offices and ARADCOM is authorized for the purpose of accomplishing reenlistments under this option.	
	(a) Telephone for immediate instructions: AUTOVON 692, extensions 2812, 6067, or Area Code 303, telephone 635-8911, extensions 2812, 6067.	
	(b) Electrical message request from oversea areas. CDR, ARADCOM, ATTN: ADGAP-E, Ent Air Force Base, CO Springs, CO 80912.	
	(2) The information indicated on line 6a (2) above will be provided in such assignment requests.	
	(3) Reenlistment for this option may be accomplished only after receipt of notification of acceptance and assignment instructions, to include ARADCOM control number from the CG ARADCOM. These assignment instructions will include:	
	(a) Designation of MOS in which applicant will be trained, if required.	
	(b) Designation of unit and metropolitan area to which applicant will be assigned.	
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modification.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders.</i> Reenlistment orders will specify applicant is an enlistee for the ARADCOM Reenlistment Option under the provisions of table 6-12 and will include the following precise information: (1) Ultimate unit of assignment _____ (Unit as authorized by ARADCOM)

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		Individual assigned in a TDPFO status to USATC (AD), Fort Bliss, TX 79916, for AIT in MOS _____, and (5 digits) further assigned to _____ Individual (Metro area as specified by ARADCOM) dual will report to Bldg 2477, Fort Bliss, Texas, on _____ (Date)
		(2) ARADCOM Control Number _____
	b. DD Form 4: (Enlistment Contract—Armed Forces of the United States):	
	(1) <i>Item 48</i> : ARADCOM Reenlistment Option for assignment within or near (metropolitan area).	
	(2) <i>Item 56</i> : Ref <i>Item 48</i> : ARADCOM Notice of acceptance per (enter appropriate authority):	
	(a) FONECON (ARADCOM Career Counselor-Requesting Career Counselor).	
	(b) ARADCOM Msg (number) (date).	
	(c) ARADCOM Ltr (subject) (date).	

Table 6-12A. ARADCOM Metropolitan Areas of Choice

<i>Line</i>	<i>Item</i>
1	Boston, Massachusetts—Providence, Rhode Island.
2	Chicago, Illinois—Gary, Indiana.
3	Detroit, Michigan.
4	El Paso, Texas.
5	Key West, Florida.
6	Los Angeles, California.
7	Miami, Florida—Homestead, Florida.
8	New York, New York.
9	Norfolk, Virginia.
10	Philadelphia, Pennsylvania.
11	Pittsburgh, Pennsylvania.
12	San Francisco, California.
13	Seattle, Washington.
14	Washington, DC—Baltimore, Maryland.

★Table 6-13. Bandsman Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Bandsman Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment to the Army band of choice with a guaranteed 2-year stabilized tour.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	a. Meet the bandsman MOS skill-level requirements outlined in AR 611-201. b. Be auditioned by an Active Army bandmaster from whom a letter of recommendation is required. c. Meet the requirements of AR 614-3 if applying for the US Army Band.
5	INFORMATION TO APPLICANTS.	a. This option guarantees initial assignment to Army bands as indicated below provided the appropriate commander shown ap-

Line	Item	Comment
		proves application and preliminary training (as required) is successfully completed:
		(1) Special bands:
		(a) The United States Army Band. Applicants must be approved by the Commander, US Army Military District of Washington, Wash, DC 20319.
		(b) The United States Army Field Band. Applicants must be approved by the Commander, First United States Army, Fort Meade, MD 20755.
		(c) The United States Military Academy Band. Applicants must be approved by the Superintendent, United States Military Academy, West Point, NY 10966.
		(2) Specific bands or Army bands unassigned: Any authorized Army organization or separate band (AR 220-90).
		(3) United States Army Element (WIMUAA), School of Music, Naval Amphibious Base (Little Creek), Norfolk, VA 23521: Applicants for initial assignment to this activity as instructor personnel must be approved by HQDA (DAAG-EMS-B) WASH DC 20314.
	b.	If applying for the US Army Band, US Army Field Band, or US Military Academy Band, applicant will be processed UP of chapter 11, section VII, AR 614-200 and will be placed on a 5-day period of temporary duty with the band for which applying for the purpose of audition and interview before final approval of his reenlistment will be granted.
	c.	Informed of the requirements of AR 614-3 if he is an applicant for reenlistment for the US Army Band.
	d.	Applicants may reenlist for specific vacancies worldwide.
	e.	Enlisted women applicants:
		(1) Enlisted women who hold a bandsman's MOS and are assigned to the 14th US Army Band (WAC) may reenlist in the Army band of her choice.
		(2) Enlisted women who hold a bandsman's MOS and are assigned to a band other than the WAC Band must reenlist for the WAC Band if there is a vacancy for her grade and MOS (instrument). If there is no vacancy in the WAC Band, she may reenlist for the Army band of her choice.
		(3) Enlisted women who do not hold a bandsman's MOS, but who desire to do so and can qualify, must reenlist for the WAC Band if there is a vacancy for her grade and MOS (instrument). If there is no vacancy in the WAC Band, she may reenlist for the Army band of her choice.
	a.	Application and determination of eligibility:
		(1) Individuals desiring to reenlist for this option will submit application on DA Form 2496 (Disposition Form).
		(2) Persons who desire reenlistment for one of the special bands will be processed in accordance with chapter 11, section VII, AR 614-200.
		(3) The career counselor will review the application and interview applicant to establish eligibility for application for this option. The counselor will—
		(a) Insure that an applicant desiring reenlistment for the US Army Band meets the criteria specified by AR 614-3.
		(b) Arrange a date and time for a personal audition with the bandmaster of the nearest Active Army band.
		(c) Request instructions from HQDA (DAAG-EMS-B) WASH DC 20314 by electrically transmitted message

OPTION PROCESSING
PROCEDURES.

★Table 6-13. Bandsman Reenlistment Option—Continued.

Line	Item	Comment
		for applicants who desire reenlistment for instructor duty at the United States Army Element (MUWIAA). The School of Music, Naval Amphibious Base, (Little Creek), Norfolk, VA 28521.
		(d) Determine whether there is a vacancy in the WAC Band for the WAC applicant's grade and MOS (instrument) by calling the Commander, 14th US Army Band (WAC), Ft McClellan, AL, AUTOVON 865, Ext 3922 or 5610, or Area Code 205-298-3922/5610.
		(e) Notify the Commander, 14th US Army Band (WAC), using the sample DA Form 2496 (fig. 6-1) of the reenlistment of WAC applicant for a band other than the 14th US Army Band (WAC).
	b. Audition (technical evaluation).	
		(1) The bandmaster will determine whether applicant meets the appropriate MOS skill-level requirements.
		(2) If the applicant passes the audition, the bandmaster will give applicant a letter of recommendation containing audition score, bandsman MOS, and recommended assignment and required bandsman training if appropriate.
	c. Processing after audition.	
		(1) Special Bands. Process under provisions of section VII, chapter 11, AR 614-200. (Assignment instructions for accepted applicant may be obtained from HQDA (DAPC-EPC-US) by telephone: AUTOVON 221, Ext 8340.)
		(2) Specific band and Army bands unassigned.
		(a) Assignment instructions will be requested between 30 and 120 days prior to anticipated date of reenlistment.
		(b) Requests will be made by telephone: AUTOVON 221, Ext 8340.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modification.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Bandsman Reenlistment Option under the provision of table 6-13, for initial assignment (specify band to which destined for assignment or "Army Band Unassigned," as appropriate).</p> <p>b. <i>DD Form 4</i>:</p> <p>(1) <i>Item 48</i>: Bandsman Reenlistment Option for initial assignment (specify, using one of the following entries):</p> <p>(a) US Army Band.</p> <p>(b) US Army Field Band.</p> <p>(c) USMA Band.</p> <p>(d) US Army Element (MUWIAA).</p> <p>(e) Army Band unassigned.</p> <p>(f) Identify other band for which reenlisted.</p> <p>(2) <i>Item 56</i>: Ref Item 48: Letter of Authorization, (issuing headquarters) (date).</p> <p>(3) Copy of letter of Authorization will be attached to original copy of DD Form 4.</p>

Table 6-14. Practical Nurse Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Practical Nurse Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises accelerated promotion to pay grade E-5 of applicants qualified as licensed practical or vocational nurses provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-5 and below.
4	PREREQUISITES	a. Have successfully completed a 1-year course in practical or vocational nursing at a State approved school. b. Have a current State license to practice nursing as a practical or vocational nurse.
★5	INFORMATION TO APPLICANTS.	a. Advised that upon reenlistment for this option will be assigned to the Medical Training Center, Fort Sam Houston, Tex., for training in Army Subject Schedule 8-91A10, Technical Training for Medical Corpsman MOS 91A, if has not previously completed such training. b. Oriented on the purpose and scope of training in MOS 91A as outlined in DA Pam 350-10 and on MOS descriptions (AR 611-201) for MOS 91A and MOS 91C. c. Informed that if not already entitled to this grade, will be appointed to specialist four, pay grade E-4, upon entry into training for MOS 91A (Medical Corpsman). d. Informed that if not already entitled to this grade, will be appointed to specialist five, pay grade E-5, upon successful completion of training in MOS 91A (Medical Corpsman). e. Advised that upon successful completion of training in MOS 91A and appointment to pay grade E-5, will be awarded MOS 91C (Clinical Specialist). f. Advised that should fail to satisfactorily complete training in MOS 91A will be reduced to the grade held prior to entry into basic medical training and will be required to complete the term of service for which reenlisted. g. Advised that upon successful completion of training will be reassigned in accordance with the needs of the Army and no promise concerning future assignments can be made. h. Informed that qualified applicants who have previously completed training in MOS 91A successfully are not required to undergo retraining. Such persons who reenlist for this option are appointed to specialist five, pay grade E-5 and awarded MOS 91C immediately upon reenlistment for this option.
6	OPTION PROCESSING PROCEDURES.	a. <i>Verification of qualifications:</i> (1) The applicant's license as a practical or vocational nurse will be examined and its validity verified. (2) The applicant will be required to submit a school record which verified the length, State approval, and successful completion of the 1-year nursing course required. (3) The license number and State identification will be recorded on the DD Form 4 as indicated on line 10 below. (4) All personal documents used to verify applicant's qualifications will be returned to the applicant. b. <i>Quotas:</i> No quotas apply to this option. c. <i>Assignment:</i> Qualified persons who apply for this option who have previously completed MOS 91A training successfully and who are eligible for appointment to grade E-5 and award of MOS 91C immediately upon reenlistment will be reported to

Table 6-14. Practical Nurse Reenlistment Option—Continued.

Line	Item	Comment
		Headquarters, Department of the Army for assignment instructions in accordance with AR 614-200.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modifications.
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Practical Nurse Reenlistment Option under the provisions of table 6-14 and will include the following additional information:</p> <p>(1) For applicants who require MOS 91A training, orders will reassign individual to the Medical Training Center, Fort Sam Houston, Tex. for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.</p> <p>(2) For applicants who have successfully undergone MOS 91A training previously, orders will assign the individual in accordance with MILPERCEN assignment instructions.</p> <p>b. <i>DD Form 4</i>: <i>Item 56</i>: Ref Item 48: Currently licensed as a practical (or vocational) nurse per (State) nurse license certificate (number) expiration date (date).</p>

Table 6-15. In-Service Drill Sergeant Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	In-Service Drill Sergeant Reenlistment Option.
2	DESCRIPTION OF OPTION	This option is for a 24-month stabilized tour of duty at one of three training centers of choice provided applicant completes the drill sergeant course and is accepted as a drill sergeant.
★3	AVAILABLE TO	Qualified enlisted applicants reenlisting for 3, 4, 5, or 6 year periods regardless of length of service who are serving in pay grades E-4 through E-7.
4	PREREQUISITES	Applicant must be qualified under the provisions of section XV, chapter 11, AR 614-200.
★5	INFORMATION TO APPLICANTS.	Individuals serving overseas with 6 or less years service who will complete a normal oversea tour are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option provided they have completed 21 months of total active service.
★6	OPTION PROCESSING PROCEDURES.	<p>a. Assignment authorization will be requested by telephone or in writing from HQDA (DAPC-EPC-AR), AUTOVON 221, Ext 7740/7782.</p> <p>b. Upon receipt of a telephone call or communication requesting assignment authorization for a specific training center, MILPERCEN will determine CONUS requirement. If a requirement does not exist at any of the three choices, an alternate assignment will be offered prospective reenlistee.</p> <p>c. In this request for assignment instructions, the career counselor will report the following:</p> <p>(1) Name.</p> <p>(2) Grade.</p> <p>(3) SN/SSN.</p> <p>(4) PMOS.</p>

Line	Item	Comment
		(5) ETS. (6) BPED. (7) DEROS. (8) BASD. (9) Citizenship. (10) Marital status. (11) Number of dependents. (12) Number of months overseas. (13) DDALV desired. (14) Desired assignment (3 choices of training centers).
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders</i> : Reenlistment orders will specify applicant is an enlistee for the Drill Sergeant Reenlistment Option under the provisions of table 6-15 and include additional information as follows: (1) Assignment Control Number (ACN). (2) Date of authorization. b. <i>DD Form 4</i> : (1) <i>Item 48</i> : Drill Sergeant Reenlistment Option with assignment to (specify as indicated in assignment authorization). (2) <i>Item 56</i> : Ref Item 48: Authorization for assignment control number (ACN) per DA instrument of authority (date).

Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty

Line	Item	Comment
1	NAME OF OPTION	In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty.
2	DESCRIPTION OF OPTION	a. Promises initial assignment to duty as a WAC Training Sergeant or instructor at the United States Women's Army Corps Center (USWACC) or United States Women's Army Corps School (USWACS), Fort McClellan, AL. b. Initial assignment is for a stabilized period of 24 months. c. Individuals entering this program in grade E-4 will be promoted to grade E-5 after 30 days outstanding performance of duty. Promotions will be made without regard to time in grade/service and Department of the Army quota.
3	AVAILABLE TO	Qualified female applicants immediately reenlisting in the Regular Army for 3-, 4-, 5-, or 6-year periods who: a. Have 30 months continuous service of which 2 years have been served at stations other than the WAC Center or WAC School, Fort McClellan, AL. b. Are serving in pay grades E-4 through E-7.
4	PREREQUISITES	Applicant must: a. Possess minimum profile 111121, with no temporary or permanent limitations for assignment to duties requiring marching, prolonged standing, or physical exercise. b. Must have recorded GT score of 100 or higher. c. Possess excellent personal appearance and military bearing. d. Have demonstrated leadership potential.

Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty—
Continued

Line	Item	Comment
		<ul style="list-style-type: none"> e. Have excellent conduct and efficiency ratings during current term of service and be recommended by her unit commander. f. Have no record of emotional instability. g. Be 39 years of age or less. h. Meet basic eligibility requirements for reenlistments as modified by the provisions of this table and be accepted for this duty by the CO, US WAC Center, Fort McClellan, AL. i. Not be receiving proficiency pay (specialty).
5	INFORMATION TO APPLICANTS.	<ul style="list-style-type: none"> a. Those EW serving as specialists in grades E-6 and E-7 may only apply for instructor positions under this option. b. When a NAC has not been completed, their desire to reenlist for this option must be stated a minimum of 120 days prior to expected reenlistment date in order to provide adequate time for completion of NAC and required processing. c. Applicants with 6 or less years service for pay purposes are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.
6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> a. Applicant will: <ul style="list-style-type: none"> (1) In CONUS, submit an application, through channels, to the appropriate major commander. Applications will be forwarded by major commanders to the CO, USWACC. (2) Include a statement indicating choice of duty assignment as instructor, platoon sergeant, or either. b. Applicant's unit commander will forward with a recommendation indicating EW's leadership potential for the choice of duty indicated and EW's conduct and efficiency rating. c. Applications will include a recent 8 x 10 full length photograph of the individual. d. Applications will not be disapproved by an intermediate headquarters prior to submission to CO, USWACC, unless an obvious disqualifying factor previously overlooked by the serving personnel officer is discovered. ★e. The Commanding Officer, USWACC will forward approved applications to HQDA (DAPC-EPC-GT) Alexandria, VA 22331 for assignment instructions. f. Upon receipt of assignment instructions, applicant will undergo normal reenlistment processing.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	<ul style="list-style-type: none"> a. Comment c, line 7, table 6-1, not applicable to this option. b. In oversea commands, submit an application through channels to the major oversea commanders not earlier than 8 months or later than 6 months prior to completion of oversea tour. Application will be forwarded by major oversea commander to the CO, USWACC.
★8	STATEMENTS FOR ENLISTMENT.	No modification.
★9	RECORD ENTRIES AND ORDERS.	<ul style="list-style-type: none"> a. Orders-Reenlistment orders will specify that individual is reenlisting for WAC Training Sergeant/Instructor Duty. b. DD Form 4: Item 56: Ref Item 49: Authorization for initial assignment ACN (number) per DA instrument of authority (date).

Table 6-17. In-Service Reenlistment Option for Recruiting Duty

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	In-Service Reenlistment Option for Recruiting Duty.
2	DESCRIPTION OF OPTION	Promises initial assignment to recruiting duty in an area of choice where a vacancy exists.
★3	AVAILABLE TO QUALIFIED APPLICANTS.	a. Serving in grades E-5 through E-7 and nonrecruiting duty personnel in grades E-8 and E-9 who possess MOS 00E as either primary or secondary MOS. b. Comment 3a(2), table 6-1 not applicable to this option.
★4	PREREQUISITES	Meet the prerequisites outlined in AR 601-1.
5	INFORMATION TO APPLICANTS.	★a. Applicants will be required to successfully complete the Army Recruiting and Career Counseling Course at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana, prior to or after reporting to his duty station. b. Retention on recruiting duty will be dependent upon their conduct and performance. c. Personnel reenlisting for this option are not eligible for payment of a variable Reenlistment Bonus in accordance with paragraph 10-3b(3), AR 600-200. d. Applicants are authorized discharge for the convenience of the Government UP AR 635-200. e. MOS 00E personnel assigned to US Army Adjutant General School (USAAGS), Fort Benjamin Harrison, Indiana, may not apply for this option until completion of 18 months with USAAGS unless sooner relieved by the school commandant. f. Personnel now assigned as recruiters are not authorized to reenlist for this option.
6	OPTION PROCESSING PROCEDURES.	a. Personnel desiring to reenlist for this option will submit their request to the career counselor at the installation where serving. The request will include a list of three locations where he/she would like to be assigned. A recent 5 x 7 full length photograph must be submitted with the application. b. The installation career counselor will arrange to have the applicant appear before an interview board at the nearest US Army Recruiting Main Station. c. Upon notification that an interview board has recommended an individual for recruiting duty, the installation career counselor will request a dossier check from CG USAREC. Requests will be made by telephone (AUTOVON 680-3414/3438). d. Upon determination by CG USAREC that an individual is acceptable for recruiting duty, USAREC AG will request assignment instructions from MILPERCEN and notify the local career counselor of the acceptance. DA RECAP will issue assignment instructions thru USAREC who in turn will advise local career counselors. Should the individual decline to reenlist after the option is offered, the career counselor will notify USAREC and DA RECAP.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	a. Personnel serving in long tour oversea areas are eligible for this option upon completion of 24 months in the long tour area or 12 months after arrival of dependents, whichever is longer. b. Personnel serving in short tour areas are eligible for this option upon completion of the normal oversea tour. c. Interview boards will be arranged as prescribed by table 1-2 of this regulation. For applicants found acceptable, interview board results and a copy of the applicant's DA Form 20 will

Table 6-17. In-Service Reenlistment Option for Recruiting Duty—Continued.

Line	Item	Comment
		be forwarded immediately to CDR, USAREC, ATTN: USAR-CAG-PM (RE-UP). Additionally, the oversea commander will request that a dossier check be made. Requests will be submitted to CDR, USAREC, ATTN: USARCAG-PM by electrical transmission and will contain the following information: (1) Name (full). (2) SSN. (3) DOB. (4) POB. (5) Date of NAC or Dossier number if known. For those individuals accepted by CG USAREC, the AG USAREC will request assignment instructions from MILPERCEN. The Adjutant General, USAREC will notify the oversea commander that approval is granted to reenlist the individual for recruiting duty.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders.</i> Reenlistment orders will specify that individual is reenlisting for assignment to recruiting duty. b. <i>DD Form 4: Item 48:</i> Enter: "Recruiting Duty Option."

Table 6-18. Rescinded.

Table 6-19. Combat Arms Unit of Choice Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Combat Arms Unit of Choice Reenlistment Option.
★2	DESCRIPTION OF OPTION	Promises qualified applicants assignment to one of the following units of choice: a. CONUS (following units) with 12 months stabilization at unit of choice: (1) 1st Inf Div, Ft Riley, KS. (2) 4th Inf Div, Ft Carson, CO. (3) 197th Inf Bde, Ft Benning, GA. (4) 82d Abn Div, Ft Bragg, NC. (5) XVIII Abn Corps Arty, Ft Bragg, NC. (6) 1st Cav Div (TRICAP), Ft Hood, TX. (7) 2d Armd Div, Ft Hood, TX. (8) 3d Armd Cav Regt, Ft Bliss, TX. (9) 194th Armd Bde, Ft Knox, KY. (10) 101st Abn, Ft Campbell, KY. (11) III Corps Arty, Ft Sill, OK. (12) United States Army Combat Developments Experimentation Command (USACDEC). (13) 9th Inf Div, Ft Lewis, WA. b. USAREUR (following units) with 16-months stabilization at unit of choice: (1) 3d Armd Div. (2) 1st Armd Div. (3) 3d Inf Div. (4) 8th Inf Div. (5) 2d Armd Cav Regt. (6) 14th Armd Cav Regt. (7) 3d Bde, 1st Inf Div.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.

Line	Item	Comment
4	PREREQUISITES	<ul style="list-style-type: none"> a. Possess a PMOS for which a requirement exists in the unit of choice, or b. Qualify for training in Army Career Group 11-Inf, 11-Armor, or 13-Artillery. c. Be airborne qualified or accepted for airborne training UP chap. 10, AR 614-200 if unit of choice is the 82d Abn Division.
5	INFORMATION TO APPLICANTS.	Qualified applicants presently assigned to one of the authorized units of choice may reenlist, under this option, for the same unit.
★6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> a. Obtaining assignment instructions. <ul style="list-style-type: none"> (1) Requests for assignment instructions under this option will be made by telephone—AUTOVON 221, Ext 7740 or 7782. (2) In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-200 and the following: <ul style="list-style-type: none"> (a) Unit of choice (3 choices in order of preference). (b) Applicants eligibility for concurrent travel of dependents. (c) Physical profile code. (d) If applicant is a non-CONUS resident, indicate area of residence. b. Processing required for oversea movement. The unit to which the individual is assigned at time of reenlistment for this option is responsible for the following: <ul style="list-style-type: none"> (1) POR qualification of the individual UP AR 612-2. (2) Informing persons with dependents of the provisions of AR 55-46. (3) Processing persons who are not eligible for or who do not desire to request concurrent travel of dependents as follows: <ul style="list-style-type: none"> (a) Port call instructions will be requested in accordance with chapter 3, AR 55-28. (b) Upon receipt of port call instructions and completion of POR processing, the individual will be reassigned from his current unit to the appropriate USAOS-REPLSTA for further assignment to the oversea command. (4) Processing persons who are eligible for and who desire to request concurrent travel of dependents as follows: <ul style="list-style-type: none"> (a) Request for concurrent travel of dependents (unless submission is precluded or suspended by separate DA directives and/or orders) will be transmitted to the oversea commander in accordance with AR 55-46. (b) If request for concurrent travel is approved, the individual will be reassigned from his current unit directly to the specific oversea organization and station. Processing will be in accordance with AR 55-46 and port call will be in accordance with chapter 3, AR 55-28. (c) If request for concurrent travel is not approved, individual will be processed as outlined in (3) above.
★7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMANDS.	No modification.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Combat Arms Unit of Choice Reenlistment Option UP table 6-19 and include additional information as follows:</p> <p>(1) Assignment control number (ACN). (2) Date of authorization. (3) Unit or area to which assigned.</p> <p>b. <i>DD Form 4</i>: Item 56: Ref Item 48: Authorization for assignment ACN (number) per DA instrument of authority (date).</p>

Table 6-20. Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	United States Army Communications Command Reenlistment Option.
2	DESCRIPTION OF OPTION	<p>Promises to qualified applicants:</p> <p>a. School training in any MOS listed in table 6-20A and upon successful completion of the course, assignment to a USACC unit with 16-months stabilization; or</p> <p>b. Initial duty assignment to a USACC unit in one of the states or oversea areas listed in table 6-20B with 16-months stabilization.</p>
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 and below.
4	PREREQUISITES	<p>a. Meet, without exception, the prerequisites set forth in AR 611-201 and DA Pam 350-10 if an MOS school course is selected under this option.</p> <p>b. Possess a CL or EL aptitude area score of 100 or higher or possess an MOS listed in table 6-20A if the oversea area of choice is selected under this option.</p> <p>c. Qualify as a volunteer for oversea service UP AR 614-30 if the oversea area of choice is selected under this option.</p> <p>d. Be of excellent character, discretion and unquestioned loyalty to the United States.</p> <p>e. Either have or be eligible for a security clearance of secret or higher.</p> <p>f. Receive approval for reenlistment from Hq, USACC.</p>
5	INFORMATION TO APPLICANTS.	<p>a. Must successfully complete MOS training.</p> <p>b. Must qualify for and retain security clearance of final secret or higher.</p> <p>c. Applicants may select training in an MOS listed in table 6-20A, or they may select assignment to a USACC unit located in one of the states or oversea areas listed in table 6-20B. If the applicant selects the training, the Army will select the area of assignment. If the applicant selects the area of assignment, the Army will select the MOS in which to be trained, if training is required.</p> <p>d. Reenlistment for the assignment option will require successful completion of an MOS school course from among those listed in table 6-20A unless individual is, at time of reenlistment, already qualified in one of these MOS.</p> <p>e. If relieved from MOS school course selected or in the case of oversea option reenlistees, the MOS school course assigned, for academic or disciplinary reasons, or failure to receive required security clearance, they will be reassigned in accordance with the needs of the Army and required to complete term for which reenlisted.</p>

Line	Item	Comment
6	OPTION PROCESSING PROCEDURES.	<p><i>f.</i> The MOS training listed in table 6-20A and the areas of choice listed in table 6-20B marked by a single asterisk require a minimum 4-year enlistment period.</p> <p><i>g.</i> When an oversea area of choice is selected for assignment, and the normal tour is less than 16-months, the period of stabilization guaranteed will be the normal tour for that area.</p> <p><i>a.</i> Applicant interview:</p> <p>(1) The Career Counselor will review all relevant documents and interview applicant to establish eligibility for reenlistment for this option.</p> <p>(2) During the interview the counselor will determine and/or verify the following items of personnel data which will be used in obtaining authority for reenlistment:</p> <p>(<i>a</i>) Name. (<i>b</i>) Grade. (<i>c</i>) SSN. (<i>d</i>) PMOS. (<i>e</i>) SMOS. (<i>f</i>) Physical Profile serial and code. (<i>g</i>) Period of reenlistment. (<i>h</i>) Tentative reenlistment date. (<i>i</i>) Marital status. (<i>j</i>) EL and CL score. (<i>k</i>) Citizenship (native or naturalized). (<i>l</i>) Security clearance. (<i>m</i>) Conduct and efficiency. (<i>n</i>) Prior communications training, if any. (<i>o</i>) School course or assignment of choice.</p> <p><i>b.</i> Obtaining assignment instructions. Training quotas will be allocated to CG, USACC by Schools Branch, MIL-PERCEN. Authority to enlist the applicant for either table 6-20A or table 6-20B will be obtained by telephone from CG, USACC, AUTOVON 879 Extensions 6627, 6124, or 6125.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modifications.
9	RECORD ENTRIES AND ORDERS.	<p><i>a.</i> Orders: Reenlistment orders will specify applicant is an enlistee for the USACC Reenlistment Option under the provisions of table 6-20 and include additional information as follows:</p> <p>(1) If selecting school training:</p> <p>(<i>a</i>) Course number and title. (<i>b</i>) Class reporting date. (<i>c</i>) School quota control number (SQN). (<i>d</i>) Reporting date to school (same as class reporting date).</p> <p>(2) If selecting initial assignment:</p> <p>(<i>a</i>) Assignment control number (ACN). (<i>b</i>) Date of authorization. (<i>c</i>) Initial assignment.</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<i>b. DD Form 4, Item 56:</i>
		(1) If selecting school training enter: Ref Item 48: Class quota authorized by SQN (number) per (DA instrument of authorization).
		(2) If selecting initial assignment enter: Ref Item 48: Initial assignment authorized by ACN (number) per (DA instrument of authorization).

Table 6-20A. Military Occupational Specialties (MOS) for Training and Assignment Under the USACC Reenlistment Option

<i>Line</i>	<i>MOS code</i>	<i>MOS title</i>
1	*26L10	Tactical Microwave Systems Repairman
2	*26L20	Tactical Microwave Systems Repairman
3	*26V20	Strategic Microwave Systems Repairman
4	*26Y20	Satellite Communications Group Station Equipment Repairman
5	*31S20	Field General COMSEC Repairman
6	*31S30	Field General COMSEC Repairman
7	*32D20	Fixed Station Technical Controller
8	*32E20	Fixed Plant Carrier Repairman
9	*32F20	Fixed Ciphony Repairman
10	*32G20	Fixed Cryptographic Equipment Repairman
11	*32H20	Fixed Station Radio Repairman
12	*36H20	Dial Central Office Repairman
13	72B20	Communications Center Specialist
14	72F20	Data Communication Terminals Specialist
15	72G20	Data Communication Switching Center Specialist

* Requires minimum enlistment period of 4 years.

Table 6-20B. States in CONUS and Oversea Areas Available for Assignment Under the USACC Reenlistment Option

<i>States</i>	<i>Oversea areas</i>
Arizona	*Alaska
California	*Germany
Colorado	*Hawaii
District of Columbia	Iran
Florida	*Italy
Illinois	*Japan
Kansas	Korea
Kentucky	*Okinawa
Maryland	*Panama
Michigan	*Taiwan
New Jersey	*Thailand
New York	Turkey
North Carolina	
Pennsylvania	
Rhode Island	
Virginia	
Washington	

* Requires minimum enlistment period of 4 years.

★Table 6-21. Rescinded.

Table 6-22. Career Counseling Duty Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Career Counseling Duty Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to career counseling duty at a station or area of choice where a vacancy exists.
★3	AVAILABLE TO QUALIFIED APPLICANTS.	Serving in grade E-5 or above with 6 years minimum service for EM and 3 years for EW.
4	PREREQUISITES	Meet the mandatory qualifications outlined in table 1-2, selection of enlisted personnel for full-time career counseling duty.
5	INFORMATION TO APPLICANTS.	<p>a. Applicants are required to have successfully completed the Army Recruiting and Career Counseling Course at the United States Army Adjutant General School, Fort Benjamin Harrison, Indiana, prior to reporting to duty station.</p> <p>b. Retention on career counseling duty will be dependent upon their conduct and performance.</p> <p>c. Applicants are authorized discharge for the convenience of the Government UP AR 635-200 for the purpose of immediate reenlistment for this option.</p> <p>d. Applicants with an awarded MOS 00E who are not performing career counseling duty may apply for this option.</p> <p>e. MOS 00E personnel assigned to US Army Adjutant General School (USAAGS), Ft. Benjamin Harrison, Indiana, may not apply for this option until completion of 18 months with USAAGS unless sooner relieved by the school commandant.</p> <p>f. Application from MOS 00E personnel assigned to recruiting duty will be forwarded to HQ(USAREC) for approval.</p>
★6	OPTION PROCESSING PROCEDURES.	<p>a. Personnel desiring to reenlist for this option will submit their request to the career counselor at the installation where serving. The request will include desired station or area (3 choices in order of preference of which one must be an Army area).</p> <p>b. The installation career counselor will arrange to have applicant appear before an interview board in accordance with the procedures outlined in Lines 6 and 7 of table 1-2 except that the application with the board recommendation will be returned to the installation career counselor.</p> <p>c. Upon notification that an interview board has recommended approval of an application, the career counselor will request a records check of the repository files at Fort Holabird, MD.</p> <p>d. Applications recommended for approval will be forwarded to HQDA (DAPC-EPC-AR) annotated, "favorable records check completed, (date)."</p> <p>e. Upon receipt of application and determination of requirements, HQDA (DAPC-EPC-AR) will notify the career counselor by phone of acceptance and provide necessary assignment instructions.</p>
★7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	<p>No modification.</p> <p>a. Personnel serving in long tour oversea areas are eligible to return to CONUS for this option upon completion of 24 months in the long tour area or 12 months after arrival of dependents, whichever is longer.</p> <p>b. Personnel serving in short tour areas must complete the normal oversea tour.</p>
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.

Table 6-22. Career Counseling Duty Reenlistment Option—Continued.

Line	Item	Comment
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is reenlisting for the Career Counseling Duty Reenlistment Option UP AR 601-280 and will include additional information as follows:</p> <p>(1) Assignment control number (ACN). (2) Date of authorization. (3) Station or area to which assigned.</p> <p>b. <i>DD Form 4</i>: Item 56: Ref Item 48: Authorization for assignment ACN (number) per DA instrument of authority (date).</p>

Table 6-23. Language School Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Language School Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises attendance at a Defense Language Institute facility to learn a foreign language of the individual's choice consistent with Army requirements.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	<p>a. Have a grade and MOS for which there is a language training requirement.</p> <p>b. Be a high school graduate.</p> <p>c. Be a US citizen. This provision also applies to spouse if applicant is married.</p> <p>d. Have no speech impediment.</p> <p>e. Possess a minimum hearing acuity of 15 decibels at 500, 1,000 and 2,000 cycles per second or 30 decibels at 4,000 and 9,000 cycles per second.</p> <p>f. Have a physical profile serial of "1" in the "S" factor.</p> <p>g. Possess a SECRET security clearance.</p> <p>h. Possess a DLAT 1 or DLAT 2 score of 18 or higher.</p>
5	INFORMATION TO APPLICANTS.	<p>a. Relief from the school course for academic deficiency, disciplinary reasons, or failure to retain required security clearance is basis for reassignment in accordance with the needs of the Army, and enlisted member is required to complete the term for which enlisted.</p> <p>b. Department of the Army makes every effort toward maximum utilization of language qualified personnel. Due to length of schooling and changing requirements within the Army, assignment of personnel to positions or areas in which their linguistic abilities can be utilized cannot be guaranteed. Language school graduates may be awarded MOS 04B and assigned duties therein in an appropriate country or area.</p>
★6	OPTION PROCESSING PROCEDURES.	<p>No modification.</p> <p>a. Requests will be made by telephone, AUTOVON 221, Ext 58474 or by electrically transmitted message to HQDA (DAPC-EPT-T).</p> <p>b. In his request for quota, the career counselor will report the following personnel data:</p> <p>(1) Grade. (2) PMOS. (3) BPED. (4) BASD. (5) ETS. (6) Language choices. (7) Name.</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(8) SSN. (9) Physical profile. (10) DLAT 1 or DLAT 2 score. (11) Security clearance. (12) Reenlistment date. (13) Reenlistment leave (amount).
★7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	No modification.
★8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modification.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders</i> : Reenlistment orders will specify applicant is a reenlistee for the Language School Reenlistment Option UP table 6-23 and will include the following information: (1) Course number and language. (2) Class reporting date. (3) Orders will assign applicant PCS to the appropriate Defense Language Institute training facility. b. <i>DD Form 4</i> : (1) Item 48: Course number and language. (2) Item 56: Ref Item 48: Class quota authorized per (enter appropriate authority).

★Table 6-24. United States Army Berlin Brigade Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	United States Army Berlin Brigade Enlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment to the Berlin Brigade, United States Army, Berlin for a minimum period of 16 months.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	a. Must not have previously served in Berlin. b. Have no record of civil offenses other than minor traffic offenses. c. Have no record of courts-martial convictions or Article 15 offenses. d. Have no history of mental or psychiatric disorder. e. Be of excellent character, discretion, and of unquestionable loyalty to the United States and possess a record which indicates a good potential for a security clearance. f. Have no personal habits or traits of character which are questionable from a security standpoint (financial irresponsibility, heavy drinking, gambling, emotional instability, etc). g. Meet citizenship requirements as follows: (1) Applicant must be a citizen of the US by birth or naturalization. (2) All adult living members of the applicant's immediate family must be United States citizens by birth or naturalization. Immediate family, for the purpose of determining eligibility for this option, is defined as spouse, parents, brothers, sisters, and children. (3) No member of the individual's immediate family and no person to whom individual may reasonably be considered to be bound by ties of affection, kinship, or obligation shall be a resident of a foreign country having basic or critical interests opposed to those of the United States.

Table 6-24. United States Army Berlin Brigade Reenlistment Option—Continued.

Line	Item	Comment
		(4) The members of the individual's family and those persons to whom he is bound by affection or obligation should neither be subject to physical, mental and other forms of duress by a foreign power nor advocate the use of force or violence to overthrow the Government of the United States nor the alteration of the form of Government of the United States by unconstitutional means.
		(5) Neither the applicant nor spouse may have vested interests in such a country as is referred to in (3) above.
5	INFORMATION TO APPLICANTS.	<p>a. Upon completion of 16 months service in the Brigade, reenlistees for this option may be retained in the Brigade beyond the 16 months or be reassigned in accordance with the needs of the Army.</p> <p>b. An individual who fails to maintain the standards prescribed for assignment to the Berlin Brigade will be reassigned in accordance with the needs of the Army and be required to complete the period of service for which enlisted.</p> <p>c. In the event the Brigade, or any element of the Brigade to which an individual is assigned under the provisions of this option, is deployed, relocated, inactivated, transferred, or redesignated prior to the expiration of the guaranteed period of assignment to the unit, the following will apply:</p> <p>(1) If the unit is transferred, deployed, or relocated in USAREUR, to CONUS, or to another oversea area, individuals will be assigned or remain assigned to the unit for the remaining time specified in the option or for the time specified by Army policy in effect at that time.</p> <p>(2) If the unit is inactivated and the transfer of its members to other units is necessitated, individuals will be given their choice of reassignment to any other unit assigned to the major command to which the unit is assigned at the time of inactivation, provided a vacancy in MOS and grade exists.</p> <p>(3) If the unit is inactivated and another unit is activated to replace the inactivated unit, individuals will be assigned to the redesignated unit.</p> <p>(4) If the unit is redesignated, individuals will be assigned to the redesignated unit.</p>
6	OPTION PROCESSING PROCEDURES.	Authority for enlistment for this option will be obtained from the USAREUR AG Liaison Office, Ft Dix, NJ, by calling AUTOVON 944, Ext 3759 or 4344; or Area Code 609-562-3759.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modifications.
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the United States Army Berlin Brigade Reenlistment Option UP table 6-24.</p> <p>b. <i>DD Form 4, Item 56</i>: Ref Item 48: Assignment authorized per (enter appropriate authority).</p>

★Table 6-25. United States Army 3d Infantry Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	United States Army 3d Infantry Reenlistment Option.
2	DESCRIPTION OF OPTION	Guarantees assignment, provided prerequisites are met, to the 1st Battalion (Reinf), 3d Infantry (The Old Guard) for a period up to 3 years.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	<ul style="list-style-type: none"> a. Meet selection criteria outlined in table 11-3, AR 614-200. b. Receive approval for reenlistment for The Old Guard from the Commanding Officer, 3d Infantry, or his authorized representative.
5	INFORMATION TO APPLICANTS.	<ul style="list-style-type: none"> a. As a member of the The Old Guard individuals must: <ul style="list-style-type: none"> (1) Be able to stand for long periods of time. (2) Maintain the highest level of: <ul style="list-style-type: none"> (a) Personal conduct. (b) Personal appearance. (c) Pride, as a member of The Old Guard. b. An individual who is found unacceptable for continued assignment to The Old Guard for any reason will be advised that his enlistment option is negated and that he will be reassigned in accordance with the needs of the Army and will be required to complete the period of service for which enlisted.
6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> a. The Career Counselor will review all relevant documents and interview applicant to establish eligibility for reenlistment for this option. b. If, after completion of the interview, the applicant still desires to enlist for this option and it appears that he is qualified, the Career Counselor will forward the application (DA Form 2496) to Commander, US Army 3d Infantry, ATTN: ANOG-PO, Ft Myer, Va. 22211 c. Copies of the following documents will be attached to the application: <ul style="list-style-type: none"> (1) DA Form 20. (2) DD Form 398. (3) SF 88 and 93. d. The Commander, 3d Infantry, will determine whether the applicant is acceptable for enlistment for The Old Guard and so notify the career counselor; and if accepted provide assignment instructions.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	No modifications.
9	RECORD ENTRIES AND ORDERS.	<ul style="list-style-type: none"> a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the United States Army 3d Infantry Reenlistment Option UP table 6-25. b. <i>DD Form 4, Item 56</i>: Ref Item 48: Assignment authorized per (enter appropriate authority).

DISPOSITION FORM			
For use of this form, see AR 340-15; the proponent agency is The Adjutant General's Office.			
REFERENCE OR OFFICE SYMBOL	SUBJECT		
	In-Service Bandsman Reenlistment Option		
TO	FROM	DATE	CMT 1
Commander 14th US Army Band (WAC) Ft McClellan, Alabama 36201			
<p>1. In compliance with the Bandsman Reenlistment Option, Table 6-13, AR 601-280, it was determined on _____ from _____ that a (date) (contact at Ft McClellan) vacancy did not exist in the 14th US Army Band (WAC) for a musician in _____ (enter MOS _____ (instrument) and grade)</p> <p>2. The applicant, _____, was enlisted for (enter name of applicant) _____ on (enter band designation or "Army Band, Unassigned") _____ (enter date enlisted)</p> <p style="text-align: right; margin-right: 100px;">(Signature) Reenlistment Officer</p>			

DA FORM 2496
1 FEB 63

REPLACES DD FORM 96, EXISTING SUPPLIES OF WHICH WILL BE ISSUED AND USED UNTIL 1 FEB 63 UNLESS SOONER EXHAUSTED.

☆ GPO : 1970 O - 399-410

Figure 6-1.

CHAPTER 7

PREPARATION OF RECORDS AND FORMS

Section I. MISCELLANEOUS

7-1. General. This chapter provides instructions for the preparation and disposition of various records and forms initiated at the time of reenlistment or extension in the Regular Army. The need for accuracy and completeness in the preparation of these documents cannot be overemphasized. All persons sharing in the responsibility for the preparation, custody, and transmission of these documents must be impressed with the importance of this function.

a. All required forms will be completed and assembled at the place of reenlistment. Entries on one form will be compared with similar entries on other forms and when a discrepancy is noted it will be called to the attention of the applicant for verification.

b. The correctness of entries on basic forms will be firmly established before signatures are obtained. Necessary corrections will be initiated by the applicant and by the enlisting officer.

7-2. Statements for reenlistment. Statements for reenlistment constitute an integral part of the reenlistment contract. Unless otherwise prescribed for a specific option, these statements will be completed as required and signed in duplicate and will be securely fastened to the original and duplicate copies of the DD Form 4. The statements are designed to preclude the possibility of erroneous reenlistments, broken reenlistment commitments, and misunderstandings concerning entitlements, assignments, and other matters relating to the reenlistment contract. The statements for enlistment consists of six parts and are available through normal AG publications supply channels.

a. Part I—General Statement of Understanding, DA Form 3286 (Statements for Enlistment (Parts I through V)).

b. Part II—Statement of Law Violations and Previous Conditions (DA Form 3286). This part will be completed by all applicants, male and female, who reenlist in the Regular Army.

c. Part III—Acknowledgment of Service Obligation Under Military Selective Service Act of 1967 (DA Form 3286). This part does not apply to in-service personnel.

d. Part IV—Dependency Statement (DA Form 3286). This part does not apply to in-service personnel.

e. Part V—Marriage Statement (DA Form 3286). This part will be completed by all female applicants who reenlist in the Regular Army.

f. Part VI—(Specific Option as Indicated in chapter 6). (DA Form 3286-85, (chap. 6)). Part VI consists of a statement of understanding pertaining to the specific option for which the applicant is reenlisting. It outlines the conditions of the commitment being made to include a precise statement of the promise made to the precise individual by the Army and a detailed statement of the requirement the individual must fulfill in order for the promise to be kept.

7-3. DD Form 53 (Notification of Entry into Active Military Service). Rescinded.

7-4. DD Form 98 (Armed Forces Security Questionnaire). This form will be completed by all applicants, male and female, who reenlist

in the Regular Army. The form will be completed in accordance with instructions contained in AR 604-10 prior to execution of the oath of reenlistment.

a. Each applicant will be given the orientation prescribed by AR 601-270. Such additional explanation as may be necessary will be afforded those applicants who have questions as to the meaning of any part of the form. Applicants will be provided adequate time to review the entire form thoroughly. Applicants will complete the DD Form 98 in their own handwriting and in accordance with the instructions on the form. The form will be witnessed by a commissioned or warrant officer. Under the "Certification" portion on page 4, DD Form 98, signatures should be identical to the typed name in the "Typed Full Name of Person Making Certification" block and in the "Typed Name of Witness" block.

b. Unless a determination in favor of unqualified acceptance has been made under AR 604-10, it will be presumed that an applicant's reenlistment would not be clearly consistent with national security when he—

- (1) Refuses to sign the DD Form 98, or
- (2) Signs the DD Form 98 but claims Federal Constitutional privilege under the 5th Amendment or Article 31, Uniform Code of Military Justice, or
- (3) Declines to furnish the requested information for other reasons.

c. A DD Form 98 which is fully completed without qualification will be attached to the duplicate copy of the reenlistment contract.

Section II. GENERAL INSTRUCTIONS PERTAINING TO DD FORM 4

7-6. **General.** Before an applicant signs the enlistment contract the oath of enlistment will be administered and the enlisting officer will explain the exact terms of training or initial assignment agreement and the period of service.

a. The enlisting officer will carefully explain the individual's liability with regard to any false representations made in statements by the applicant. During the interview, it will be made clear to the applicant that entries on DA Form

Applicants who refuse to complete or who qualify the DD Form 98 (see AR 604-10), will not be accepted for reenlistment in the Regular Army. In such cases, the DD Form 98 will be forwarded through intelligence channels to the United States Army Security Group, Fort Holabird, Baltimore, MD, as provided for in AR 604-10.

7-5. **Oath of Extension of Enlistment (DA Form 1695).** The DA Form 1695 is prepared when a member of the Regular Army or member of the US Army Reserve extends his current Regular Army or Reserve enlistment, as appropriate. The oath is executed in duplicate by the enlisted person and sworn to before a commissioned officer. The extension of enlistment will be recorded on appropriate personnel records and the DA Form 1695 will be disposed of as indicated below:

a. The extension of enlistment will be recorded in the Enlisted Qualification Record as prescribed in AR 600-200.

b. The original of the DA Form 1695 will be attached to the morning report of the individual's organization for that day and forwarded to the servicing data processing unit for processing. After processing, the original oath of extension will be disposed of by the data processing unit in accordance with AR 680-2.

c. The duplicate copy will be attached to the copy of the Enlistment Contract—Armed Forces of the United States (DD Form 4) and filed in the individual's MPRJ in accordance with AR 640-10.

3286, Part II—Statements for Enlistment (Statement of Law Violations and Previous Conditions) will include any conviction, regardless of the fact that conviction may have been expunged, pardoned, or otherwise "wiped out" by the civil court after a period of probation.

b. The enlisting officer will insure that no promises have been made to applicants, either direct or implied, which cannot be substantiated by appropriate regulations. If it is found

that applicants have any misunderstanding about the extent of their full reenlistment commitment, a detailed explanation will be furnished by the enlisting officer.

7-7. Preparation instructions for DD Form 4 (Enlistment Contract—Armed Forces of the United States). *a.* Blue-black or black ink, typewriter or automatic writing machine equipment will be used in preparation of the enlistment contract. The utmost care will be exercised in the preparation of the form in order to eliminate the need for subsequent correction. Any corrections and/or erasures will be initialed by the applicant and by the enlisting officer.

b. Each item will be completed in accordance with instructions outlined below.

c. Overprinting of fixed information on DD Form 4 may be accomplished as prescribed in AR 310-1. The use of rubber stamps is also permitted; however, the use of facsimile rubber stamp signatures is prohibited. Overprinting or the use of rubber stamps is optional. When accomplished, however, it will be limited to the following entries: Items 4, 9, and 15. Branch/Class and component; Name and Location of Activity Effecting Enlistment/Reenlistment/Induction; and, Accepted at, may be overprinted or rubber stamped.

★7-8. Completion of DD Form 4 for members immediately reenlisting. For members who immediately reenlist, a new Enlistment Contract (DD Form 4) will be completed in triplicate in accordance with the provisions of table 7-1. The words "IMMEDIATE REENLISTMENT" will be typewritten in upper case letters in the upper left corner of the new enlistment contract.

★7-9. Disposition instructions. Disposition of the enlistment contract and accompanying forms will be made as follows:

a. Original. The original enlistment contract will be inscribed or stamped in the upper right corner with the name of the individual's first duty station and will be attached to the morning report and forwarded to the serving data processing unit, as prescribed in AR 680-1 together with appropriate statements and documents required by AR 680-1.

b. Duplicate copy. The duplicate copy of the enlistment contract, together with required forms and documents, will be filed in the member's MPRJ.

c. Triplicate copy. The triplicate copy of the enlistment contract will be disposed of in accordance with instructions issued by the major commanders.

Table 7-1. Instructions for Completing DD Form 4 Upon Immediate Reenlistment in the Regular Army—Continued

- | <i>Item</i> | <i>Entry</i> |
|-------------|--|
| | <p><i>f.</i> If the applicant has a name with a prefix immediately followed by a capital letter, the name will be entered with a space after the prefix.</p> <p><i>g.</i> If the applicant's name contains an apostrophe, the name will be entered without an apostrophe or space.</p> <p>h. SAMPLE ENTRIES: SWIFT BENJAMIN FRANK
 JONES EDWARD KEITH JR
 BROWN J E
 DIAZ-ROMERO LOUIS ROBERT
 McDuff will be recorded as MC DUFF
 O'Brien will be recorded as OBRIEN</p> |
| 6 | DATE OF ENLISTMENT/INDUCTION: Reference: AR 601-280 |
| | <p><i>a.</i> Enter the day, month, and year on which the enlistment is accomplished. This date will be the same as the date shown in the Oath of Enlistment, item 57.</p> <p><i>b.</i> The first three letters will be used as abbreviation for the month of enlistment.</p> <p><i>c.</i> SAMPLE ENTRIES: 9 July 1971 will be recorded as 09/Jul/71. 10 November 1970 will be recorded as 10/Nov/70.</p> |
| 7 | TERM OF ENLISTMENT/INDUCTION Reference: None. |
| | <p><i>a.</i> Enter on the line preceding the word "Years," the code which designates the period of enlistment, as shown below:</p> |

<i>Term of enlistment</i>	<i>Code</i>
2 years -----	2
3 years -----	3
4 years -----	4
5 years -----	5
6 years -----	6

- Item* *Entry*
- b. The entry in this item must be the same as that shown in the Oath of Enlistment, item 57.
 - c. Do not use block pertaining to minority.
 - 8A MARITAL STATUS: NA
 - 8B NUMBER DEPENDENTS: NA
 - 9 NAME AND LOCATION OF ACTIVITY EFFECTING ENLISTMENT/
REENLISTMENT/INDUCTION: Reference: None.
 - a. Enter the name and location of the military installation accomplishing the reenlistment.
 - b. SAMPLE ENTRIES: Fort Ord, Calif.
 - 10 AFQT SCORE: NA
 - 11 ENLISTED/REENLISTED/INDUCTED: Reference: Chapter 1, AR 601-280
Enter an X in the first or second block as appropriate.
 - 12 AUTHORITY FOR ENLISTMENT/REENLISTMENT/INDUCTION: Reference: None.
 - a. Enter the authority under which enlisted/reenlisted.
 - b. SAMPLE ENTRIES: Table 6-3, AR 601-280
 - 13 TERM OF ACDU (RESERVE ONLY): NA
 - 14 ACTIVE/INACTIVE STATUS (RESERVE ONLY): NA
 - 15 ACCEPTED AT: NA
 - 16 DATE MILITARY OBLIGATION INCURRED: NA
 - 17 PMOS/AFS/CODE/MOD: Reference: Chapter 5, AR 601-280.
 - a. For former officers and warrant officers enter the MOS code determined under the provision of chapter 5.
 - b. For all other personnel, enter the MOS recorded in item 23a of the latest DD Form 214.
 - c. SAMPLE ENTRY: 22G20, 11C3N, 09E00
 - 18 RELIGION: NA
 - 19 SOCIAL SECURITY ACCOUNT NUMBER: Enter: Reference Item 1.
 - 20 CONTRACT DUTY LIMITATIONS: Reference: None.
 - a. Enter contract and/or duty limitations, if applicable. If not applicable, enter "NA."
 - b. SAMPLE ENTRY: Combat-Wounded Veteran, AR 635-40.
 - 21 DATE OF BIRTH: Reference: AR 600-2.
 - a. Date of birth will be recorded in the following order; day, month, and year.
 - b. The first three letters will be used as abbreviation for the month of birth; the last two digits will identify the year of birth.
 - c. SAMPLE ENTRY: 6 June 1945 will be recorded as 06/Jun/45.
 - 22 CITIZENSHIP: NA
 - 23 PLACE OF BIRTH: NA
 - 24 DATE OF TRANSFER: NA
 - 25 PHYSICAL PROFILE: Reference: AR 40-501.
 - a. Enter from item 76, Standard Form 88 (Report of Medical Examination) the physical profile and physical category.
 - b. SAMPLE ENTRY: 111111A
 - 26 UNTITLED ITEM: NA
 - 27 TRANSFER TO (ACTIVITY AND LOCATION): NA
 - 28 UNTITLED ITEM: NA
 - 29 DATE LAST DISCHARGED/RELIEVED FROM ACTIVE DUTY: NA
 - 30 SERVICE FROM WHICH LAST DISCHARGED: NA
 - 31 UNTITLED ITEM: NA
 - 32 UNTITLED ITEM: NA
 - 33 TYPE OF LAST DISCHARGE: NA
 - 34 UNTITLED ITEM: Reference: None.
Enter the type of waiver granted using the following abbreviations or the word "None," as applicable:

<i>Entry</i>	<i>Reason</i>
W	Waiver other than moral waiver.
MW(T)	Moral waiver for traffic violations.
MW(C)	Moral waiver for juvenile offenses and civil court convictions other than felonies.
MW(F)	Moral waiver for felony convictions/adjudications by a civil court.
MW(A)	Moral waiver for lost time (prior and in-service personnel).
MW(D)	Moral waiver for previous disqualifying separation.

<i>Entry</i>	<i>Reason</i>
MW	Moral waiver for reasons other than as indicated above.
NONE	When no waiver is required.

- Item* *Entry*
- 35 DATE OF RATE/GRADE: NA
- 36 SELECTIVE SERVICE NUMBER: NA
- 37 RATE/GRADE APPOINTED/REAPPOINTED: NA Reference: None.
- 38 SELECTIVE SERVICE LOCAL BOARD: NA
- 39 BASIC ACTIVE SERVICE DATE/ACTIVE DUTY BASE DATE: NA
- 40 TOTAL ACTIVE FEDERAL SERVICE: Reference: DODPM
- a. Include all active duty in a regular component of any of the Armed Forces, active duty as an inductee or as a member of a Reserve component on active duty training pursuant to RFA 55, REP 63, or similar program for which a DD Form 214 was issued.
- b. SAMPLE ENTRY: 5 years 11 months 16 days
- 41 HOME OF RECORD: Reference: None.
- a. Enter the complete address for the individual's permanent home or legal residence to include, if applicable, house number and street, RFD and Box number, city, town, county, state and zip code.
- b. SAMPLE ENTRY: 1234 East Street, Balmora, Stevens, Idaho 82104.
- 42 BASIC PAY ENTRY DATE/PAY ENTRY BASE DATE: NA
- 43 TOTAL INACTIVE FEDERAL SERVICE. Reference: DODPM
- a. For persons with no inactive Federal Service, enter NA.
- b. For persons with verified inactive service, enter in the appropriate spaces, the number of years, months, and days of such service.
- c. SAMPLE ENTRY: 2 years 9 months 2 days.
- 44 MENTAL TEST SCORES: Reference: None.
- a. *Prior service personnel.*
- (1) For male persons immediately reenlisting, enter the three highest aptitude area scores as recorded on DA Form 20.
- (2) For female applicants immediately reenlisting, enter the two highest aptitude area scores as recorded on DA Form 20.
- (3) Rescinded.
- b. SAMPLE ENTRIES: MM 135; EL 124; GT 120
- 45 SEX: Reference: None.
- Enter M for Male, F for Female.
- 46 RACE: Reference: None.
- a. Race entries will be limited to one of the following abbreviations:
- | <i>Designation</i> | <i>Abbreviation</i> |
|--------------------|---------------------|
| Caucasian | CAU |
| Negroid | NEG |
| Other | OTHER |
| Unknown | UNK |
- b. SAMPLE ENTRIES: CAU, NEG, OTHER
- 47 CODE: NA No entry required.
- 48 UNTITLED ITEM: Reference: None.
- a. Enter enlistment option to reflect the initial assignment or specific assignment and/or training authorized for enlistment under specific programs outlined in chapter 6 or other special recruiting directives.
- b. The entry in this item and that which the enlistee writes in Part VI—Statements for Enlistment must be identical.
- c. SAMPLE ENTRIES:
- (1) If reenlisted to fill own vacancy enter: REEN FOR PRESENT DUTY ASSIGNMENT.
- (2) If reenlisted for Regular Army without an option, enter, as appropriate:
REGULAR ARMY or REGULAR ARMY-WAC.
- (3) If reenlisted for an Army Career Group or school course of choice:
ARMY CAREER GROUP 11 Infantry-Armor, CRS 646-427.1—Aircraft Armament Repair.
- ★d. In addition, if eligible for VRB, enter VRB Multiplier and MOS (sample entry: VRB-3, MOS 12F).
- 49 PRIOR SERVICE: Reference: None.
- Enter the following, without regard to columnar headings:

Item	Entry	
	Date of discharge or release, type of discharge, grade, organization at time of separation and date and term of last enlistment.	
50	} NA	No entries required.
51		
52		
53		
54	UNTITLED ITEM:	Reference: None.
	Complete statement by entering in the space provided after the word "indicated," the words "in attached Statements for Enlistment".	
55	UNTITLED ITEM:	Reference: None.
	a. <i>Signature of Applicant.</i>	
	(1) The applicant will affix his signature in the space provided on the right side of the form "Signature of Applicant."	
	(2) The applicant will sign his full name using the same names as are entered in item 5 and in the following order: first name, middle name, and last name.	
	b. <i>Signature of Witness.</i>	
	(1) The witness will be a member of the Armed Forces.	
	(2) The witness will observe the applicant sign his name prior to signing in the witness space.	
	(3) The witness will affix his signature in the space provided on the left side of the form "Signature of Witness."	
	(4) The typed name of the witness will be entered in this space in the manner in which the witness formally signs his name (Payroll signature).	
	c. SAMPLE ENTRY: None.	
56	REMARKS:	Reference: None.
	★a. Enter authority for grade shown in item 3.	
	b. Reference item 41—Home of Record: If current home address is other than home of record, enter in this item "Current home address"	
	★c. Reference item 34—Untitled Item: If applicable, enter type and authority for waiver granted under the provisions of chapter 3.	
	d. Enter continuation of any preceding item requiring additional space. Precede such entries with "REF ITEM (Item No.)".	
57	OATH OF ENLISTMENT (For service in Regular or Reserve component of the Armed Forces except National Guard or Air National Guard):	
	a. Prior to completing this item, the enlisting officer will:	
	(1) Examine any documentary evidence required for completion of entries on DD Form 4.	
	(2) Note any waivers granted, and attach copy of waiver to original enlistment contract.	
	(3) Insure that any entries involving promises and conditions not authorized by regulations are resolved prior to enlistment.	
	b. The enlistee will:	
	(1) Initial any promises withdrawn by reason of discussion with the enlisting officer.	
	(2) Initial words and figures representing term of enlistment.	
	(3) Sign, in block labeled "Signature," full name, using first, middle, and last name in that order. Signature will be verified name as typed in this item and in item 5.	
	(4) Not sign oath until oath has been administered as outlined in paragraph 5-14. The words "So help me God" may be omitted by any person who elects to affirm rather than to swear.	
58	OATH OF ENLISTMENT (For service in National Guard or Air National Guard):	NA
59	CONFIRMATION OF ENLISTMENT:	Reference: None.
	a. The date will be entered in the same manner and will be the same date as appears in item 57.	
	b. Name, grade, and organization of enlisting officer may be rubber stamped.	
	c. The use of facsimile signature is prohibited.	

★7-11. Completion of DD Form 4 for Members Immediately Enlisting in the Regular Army Following separation from active military service in the Army. Rescinded.

Table 7-2. Instructions for Completing DD Form 4 for Members Immediately Enlisting from AUS, USAR, NG. Rescinded.

1 May 1968

AR 601-280

The proponent agency of this regulation is the Office of Personnel Operations. Users are invited to send comments and suggested improvements to Chief of Personnel Operations, ATTN: EPD, Department of the Army, Washington, D.C. 20310.

By Order of the Secretary of the Army:

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

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

Distribution:

Active Army, NG, and USAR: To be distributed in accordance with DA Form 12-9 requirements for Military Personnel Procurement—A.

S/S 07

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CHAPTER 1

GENERAL INFORMATION

Section I. GENERAL

1-1. Purpose. This regulation—

a. Prescribes eligibility criteria governing the immediate reenlistment in the Regular Army of persons currently serving on active duty with the Army.

b. Assists commanders and reenlistment personnel in the conduct of the Army Reenlistment Program.

c. Establishes uniform procedures governing the immediate reenlistment of persons currently serving with the Active Army and outlines specific duties and responsibilities.

1-2. Scope. This regulation is applicable to all categories of applicants currently serving in the Active Army. The procedures contained herein are designed to standardize the processing of applicants at post reenlistment offices, and at other in-service installations.

1-3. Objectives. The objectives of the Army Reenlistment Program are to—

a. Obtain for the Regular Army, on a long term basis, the maximum number of highly qualified enlisted personnel who are trained in occupations of critical importance as well as those who have demonstrated proficiency and military leadership in other occupations, regardless of criticality. Particular emphasis will be placed on the retention of qualified individuals who are completing their first term of service.

b. Obtain maximum command support at each echelon of command. To stimulate the Army Reenlistment Program for quality personnel through appropriate support, commanders at all echelons may establish reenlistment

competitions down to and including the company/battery level. Commanders will maintain sufficient statistics which will indicate the reenlistment efforts within each company or equivalent unit.

c. Provide continuous and aggressive guidance in the maintenance of a successful reenlistment program.

1-4. Secretarial authority. *a.* The establishment of qualifications for reenlistment in the Regular Army is the prerogative of the Secretary of the Army. The Secretary of the Army may deny reenlistment to any individual who otherwise meets the criteria specified in this regulation, except as set forth in *b* below.

b. Any former member of the Regular Army who has served on active duty as a Reserve commissioned or warrant officer of the Army, or who was discharged as an enlisted member to accept a temporary appointment as a commissioned or warrant officer of the Army is entitled to be reenlisted in the Regular Army provided his commission or warrant officer service was terminated by an honorable discharge or by relief from active duty for a purpose other than that to await appellate review of a sentence including dismissal or dishonorable discharge, and provided application for reenlistment is made within 6 months following such termination (10 U.S.C. 3258).

1-5. Communication with Department of the Army and other agencies. Applicants for reenlistment will not be advised or instructed to visit or communicate direct with Department of the Army or other governmental agencies, particularly with respect to grades, waivers,

and assignments. Whenever possible, their cases will be disposed of locally. If correspondence with higher authority is necessary, it will be forwarded through channels with appropriate recommendations.

1-6. Explanation of terms. Descriptions of terms used in this regulation are as follows:

a. Applicant. An individual who applies voluntarily for enlistment or reenlistment in the Regular Army.

b. Enlistee. An individual who voluntarily enrolls as a member of the Regular Army for a period of enlistment.

c. Army. The Regular Army, Army of the United States, Army National Guard of the United States, and the United States Army Reserve.

d. Regular Army. The permanent Army comprising a major component of the United States Army and as used throughout this regulation to distinguish between the other major components.

e. Enlistment. A voluntary enrollment in the Regular Army as an enlisted member. An enlistment is consummated by subscription to the prescribed oath of enlistment. When the term enlistment is applied to membership in a Reserve component or another Armed Force in this regulation, it will be so identified. The term "reenlistment" as used in this regulation includes both "first enlistments" and "reenlistments," as defined in *f* and *g* below and original enlistments in the Regular Army by persons with prior Army service. When it is essential that a distinction be made, these terms, as defined in *f* and *g* will be used.

f. First enlistment. A voluntary enrollment in the Regular Army as an enlisted member for the first time by an individual with no prior Regular Army service or with prior service only in other branches of the Armed Forces.

g. Reenlistments. A second or subsequent voluntary enrollment in the Regular Army.

h. Immediate reenlistment. A voluntary enrollment in the Regular Army as an enlisted

member immediately upon separation from active military service in the Army. This term represents a concurrent action in which the separation documents are not given to the individual until he has been reenlisted in the Regular Army. This term identifies enlistments in the Regular Army for the first time as well as reenlistments.

i. Immediate reenlistment. Rescinded.

j. In-service personnel. Persons currently serving on active duty in the Army.

k. Prior service personnel. This term is applied to in-service personnel with service prior to current active duty commitment.

(1) Prior service personnel have one or more days of completed active duty—

(a) In a regular component of the Armed Forces.

(b) In the Army of the United States (AUS).

(c) On extended active duty in a Reserve component of any of the Armed Forces.

(d) In REP-63 training (previously defined as initial active duty training) as members of the Army National Guard or Army Reserve or similar training for members of the Reserve components of the other Armed Forces under the RFA-55 or REP-63 programs.

(2) Persons who have participated in short periods of ADT other than as indicated in (1) (d) above are not considered prior service personnel under the provisions of this regulation.

l. Non-prior-service personnel. Persons who have—

(1) No previous service in any of the Armed Forces, or

(2) Previous service without completion of one or more days of active duty or active duty for training or REP-63 as defined in *k* above.

★*m. First term.* An individual serving on first term of service with the Active Army.

★*n. First term RA.* A prior- or non-prior-service individual serving on first enlistment in the Regular Army.

o. Grade(s). Unless otherwise specified, as used herein, refers to pay grade(s).

p. Persons, applicants, individuals, personnel. Unless clearly applicable to only one sex, these terms apply to both men and women.

q. Major commanders.

(1) Commanding General, United States Continental Army Command.

(2) rescinded.

(3) Commanding General, US Army Military District of Washington.

(4) Commanding General, United States Army Air Defense Command.

(5) Commanding General, US Army Materiel Command.

(6) Commanding General, US Army Combat Developments Command.

(7) Commanding General, US Army Security Agency.

(8) Commanding General, US Army Strategic Communications Command.

(9) Commanding General, US Army Intelligence Command.

(10) Commander, Military Traffic Management and Terminal Service.

(11) Commander, US Army Forces Strike Command.

(12) Major oversea commanders.

(13) Heads of Department of the Army agencies.

★(14) Commander, US Army Criminal Investigation Command.

r. Considered major commanders. The following commanders are considered major com-

manders for the purpose of approving bars to reenlistments and processing requests for waivers under this regulation:

(1) Commanding General, US Army Recruiting Command.

(2) Commanding General, US Army Hawaii.

(3) Commander, US Army Forces Southern Command.

★(4) Commanding General, USARV/MACV Support Command.

(5) Commanding General, US Army Japan.

(6) Commanding General, Eighth US Army.

(7) Commanding General, US Army Support, Thailand.

★(8) Commanding General, US Army Base Command, Okinawa.

(9) Commanding Generals of CONUS Armies.

1-6.1. Entitlements. Eligibility for payment of pay and allowances accruing by virtue of inservice reenlistment and/or extension are governed by the following regulations:

a. Reenlistment bonus (regular and VRB). See part One, chapter 9, DODPM and chapter 10, AR 600-200.

b. Lump sum payment of accrued leave. See part Four, chapter 4, section A, DODPM.

c. Travel allowances. See volume 1, Joint Travel Regulations.

d. Reenlistment leave. See AR 630-5.

Section II. ARMY REENLISTMENT PROGRAM RESPONSIBILITIES

1-7. General. The retention of qualified, competent enlisted personnel is vital to the success of the Army's mission. The development and maintenance of a well-trained, professional Army is the responsibility of each officer and noncommissioned officer and each has the responsibility of energetic, enthusiastic, and wholehearted support to the reenlistment effort. The success of the Army Reenlistment Program depends upon effective leadership, vigorous command support, and aggressive reenlistment programs at all organizational lev-

els. The degree of success achieved in the program can be directly related to the quality of leadership exhibited by officers and noncommissioned officers.

1-8. Responsibilities of major commanders. *a.* Major commanders reporting direct to Headquarters, Department of the Army, and heads of Department of the Army agencies having command responsibility will implement and support aggressive reenlistment programs

within their commands and will require subordinate commanders to do the same.

★*b.* Commanders will continually provide guidance for their subordinate commanders requiring assistance in the conduct of their reenlistment programs.

c. Major commanders will conduct annual staff assistance visits to insure implementation of aggressive reenlistment programs and compliance with this regulation and supplementary instructions published by the major commanders.

★*d.* Periodic conferences will be conducted to review, discuss, and improve the reenlistment program. Major problems, suggestions, publicity, and other methods for improving the Army Reenlistment Program resulting from these conferences will be forwarded to HQDA-(DAPE-MPP).

1-9. Responsibilities of subordinate commanders. Commanders will insure that—

a. Each individual who is serving honorably and faithfully and who meets the eligibility requirements for reenlistment is counseled and interviewed as prescribed by this regulation.

b. Every qualified individual who desires unbroken service is afforded the opportunity of immediately reenlisting.

c. Each individual who meets Officer Candidate School requirements is personally informed of the opportunities and procedures for qualifying as an Army officer candidate. See AR 351-5.

d. Continual effort is given toward early detection of individuals who are untrainable or unsuitable for military service and appropriate action is taken to preclude such individuals from further military service.

e. Personnel assigned to full-time reenlistment duty are fully utilized in the furtherance of the reenlistment effort and that they are provided with necessary transportation, office space, and clerical assistance.

f. Each officer and NCO in his command is continually informed of current reenlistment programs and regulations, and is instructed in his responsibilities in the reenlistment effort to include maximum support and involvement.

g. Company grade officers and noncommissioned officers attend periodic showing of the film "The Company We Keep." The film entitled "The One That Got Away" (MF 12-9323) may be shown at the discretion of the unit commander. However, if used, this film will precede the showing of "The Company We Keep."

h. Commanders of installations and organizations not authorized career counseling personnel on a primary-duty basis will designate on orders a reenlistment officer and a reenlistment NCO on an additional-duty basis to carry out reenlistment functions.

i. All persons, regardless of race, color, religion, or national origin, will continue to be accorded equal opportunity for reenlistment, appointment, assignment, advancement, professional improvement, promotion, and retention in all components of the Army.

1-10. Duties and responsibilities of reenlistment officers. The reenlistment officer will—

a. Keep the commander informed on all matters pertaining to the reenlistment program.

b. Make a continuing estimate of the reenlistment situation for future planning.

c. Submit recommendations for reenlistment policies or changes thereto, and submit plans to implement the commander's directive.

d. Translate the reenlistment decisions and plans of the commander into orders, and provide for their dissemination to subordinate units.

e. Exercise necessary supervision (including inspections as required) to insure that the reenlistment policies, intentions, and orders of the commander are executed properly.

f. Maintain a constant vigilance for factors that hinder the reenlistment effort within their area.

g. Maintain liaison with local finance, personnel, and public information officers.

h. Maintain sufficient reenlistment statistics to determine the effectiveness of the reenlistment program.

1-11. Duties and responsibilities of career counselor. The career counselor will—

a. Serve as an adviser to superiors in matters relating to the reenlistment program.

b. Interview eligible personnel and provide reenlistment counseling.

c. Provide information and assistance to subordinate units in regard to the latest interviewing and counseling methods together with proper display and use of promotional material.

d. Give presentations to officers and NCO not assigned to reenlistment duties, or who are assigned on additional-duty basis, for the purpose of stimulating interest and support of the program at all echelons of command.

e. Procure verified reenlistment/variable reenlistment bonus, and proficiency pay data on the prospective reenlistee from the Unit Personnel Section.

Section III. STAFFING, FACILITY AND PUBLICITY SUPPORT FOR THE ARMY REENLISTMENT PROGRAM

1-12. Staffing. ★ The basis for determining requirements for career counselor positions is as indicated in table 1-1 and AR 570-2, Organization and Equipment Authorization Tables, Personnel. Action will be initiated to obtain such personnel, where appropriate, in accordance with AR 310-49. Primary duty career counselor position requirements and authorizations for other than TOE units will be documented in the appropriate TDA. A TDA will not be established for the sole purpose of augmenting MTOE to provide career counselor personnel.

a. Grades of career counselor personnel assigned on a primary duty basis will be as prescribed in AR 611-201.

★b. At every company/battery, detachment or similar size unit level, a noncommissioned officer will be assigned career counseling duties on an additional duty basis unless otherwise provided therein. It is desirable that such personnel be at the E-6 or E-7 levels. The first primary-duty counselor in the chain of command will apprise additional-duty reenlistment NCO of their responsibilities as outlined in paragraph 1-11.

c. At the United States Women's Army Corps Center, one position for the assignment of a Women's Army Corps Career Counselor on a

primary duty basis will be established. At other installations where Women's Army Corps units are located, a Women's Army Corps officer and Women's Army Corps noncommissioned officer will be appointed, on an additional-duty basis, and will be furnished properly trained administrative personnel to carry out an effective reenlistment program among female personnel of the command.

d. Minimum staffing in support of the Army Reenlistment Program for other installations and organizations is as indicated in table 1-1. Sufficient clerical personnel to enable career counselors to carry out an effective reenlistment program will be provided from resources locally available. Career counselors will not be utilized for administrative preparation of separation and reenlistment forms. The use of primary duty career counselors for duties not associated with reenlistment is prohibited. No other functions will be assigned Career Counselors (MOS OOE). This includes designation on orders as additional duty reenlistment NCO.

1-13. Reenlistment facilities. a. Reenlistment activities should be carried out in favorable surroundings. Locations in which interviewing, counseling, and related activities take place should insure—

★Table 1-1. Personnel Staffing Guidance for TDA Units for the Army Reenlistment Program (See AR 570-2 for TOE Units)

Line	Command	Reenlistment officer		Career counselor	
		Primary duty	Additional duty	Primary duty	Additional duty
1	Headquarters of commands identified in paragraphs 1-5q and 1-5r.....	1		1	
2	All other commands, e.g., logistical commands, area commands, depots, provisional commands, separate support commands, corps.*				
	a. Enlisted strength over 1,000.....	1		**1	
	b. Enlisted strength under 1,000.....		1	1	
3	Battalion and comparable size unit***.....			1	
4	Company/battery, detachment or similar size unit.....				
5	Installations*				
	a. Enlisted strength over 1,000.....	1		**1	
	b. Enlisted strength under 1,000.....			1	
6	U.S. Army transfer stations.....			2	

*Exclusive of enlisted strength of units assigned/attached to the command/installation which are authorized career counselor personnel on a full-time basis.

**Additional enlisted spaces authorized on the basis of one for each additional 1,000 enlisted strength or major fraction thereof.

***Includes permanent party personnel assigned to US Army Service Schools.

- (1) Privacy.
- (2) An informal, friendly atmosphere.
- (3) An effective display of reenlistment literature.
- (4) Access to all necessary material, directives, and other sources of information essential for interviewing and counseling.

b. A reenlistment office should be centrally located and attractively furnished consistent with the availability of facilities. When available, a separate building is desirable. It will be suitably identified by conspicuous signs posted throughout the installation indicating location and telephone extension. Whenever possible, reenlistment offices should not be a part of or occupy office space with military personnel offices. However, collocation in the same building or in proximity one to the other is desirable.

1-14. Reenlistment publicity. The Army Reenlistment Program will be supported by promotional materials developed and distributed by Headquarters, Department of the Army. In addition to those items provided by Headquarters, Department of the Army, each command must aggressively publicize reenlistment opportunities within their own capability. The emphasis must be placed on selectivity and care must be exercised in order to utilize only those reenlist-

ment publicity materials which have been shown to be most effective. Publicity provides information which must be factual and presented to those personnel whom the Army desires for continued service. The success of the program depends on effective communication with qualified enlisted personnel. All methods of communication must be exercised to retain these individuals.

a. Reenlistment posters and displays will be prominently featured in all locations frequented by enlisted personnel. Posters will be changed periodically and kept in presentable condition.

b. Reenlistment material for individuals will be made available at all times. Self-service displays will be maintained in unit areas.

c. Outside displays with all-weather protection should be made where practicable.

d. Local promotional material should be used to the maximum extent consistent with good advertising practices.

e. Distribution and requisition of materials are as follows:

- (1) Automatic distribution is made to all major commands when a reenlistment promotional item is printed or reprinted.

(2) Those items stocked by AG Publication Centers may be requisitioned by submitting DA Form 17 and 17-1 (Requisition for Publications and Blank Forms) addressed:

Through: Commanding General
US Army Recruiting Command,
ATTN: RCAI-A
Hampton, VA 23369

To: Commanding Officer
US Army AG Publications Center
2800 Eastern Boulevard
Baltimore, MD 21220

(3) Periodically, the Recruiting and Career Counseling Journal will publish a list of

those promotional items in support of the reenlistment program currently issued or available for requisition. The Journal also publishes instructions for the use of new promotional items.

f. All commands are encouraged to submit appropriate articles concerning reenlistment activities for publication in the Recruiting and Career Counseling Journal. Articles will be addressed to—

Commanding General
US Army Recruiting Command
ATTN: RCAI-A
Hampton, VA 23369

Section IV. SELECTION, TRAINING, ASSIGNMENT, AND UTILIZATION OF REENLISTMENT PERSONEL

1-15. Selection of officer personnel for full-time reenlistment duty. a. Officer personnel selected for assignment to reenlistment duties on a full-time basis will possess the following qualifications:

- (1) Grade of captain or above.
- (2) Career officer.
- (3) Branch of service that predominates unit, service, or station to which assigned.
- (4) Minimum of 1 year command experience.

b. When practicable officers should attend the Recruiting, Reenlistment, and Induction Course prior to assignment.

1-16. Selection of enlisted personnel for full-time career counseling duty. Individuals currently assigned to career counseling duties who are performing satisfactorily will not be reassigned solely for failure to meet prerequisites prescribed in this section. Commanders will continually evaluate the effectiveness of each individual on career counseling duty to determine whether the individual should continue to be retained on such duty. Commanders will withdraw MOS OOE and reclassify in accordance with section VI, chapter 2, AR 600-200 those who fail to maintain the high standards of career counseling.

★Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty

Line	Item	Comment
1	MANDATORY QUALIFICATIONS.	<p>Applicants for full-time career counseling duties must meet the following prerequisites:</p> <ol style="list-style-type: none"> a. Conduct and efficiency ratings—Excellent. b. Minimum service—3 years. c. Noncommissioned officers or specialists grade E-5 or above. d. Standard Score of 110 or higher on Aptitude Area GT (waiver may be granted). e. Not receiving proficiency pay (Specialty). f. High school graduate or those presenting substantiating data of the successful completion of the High School General Educational Development (GED) test. g. Meet physical, mental, and special requirements for MOS OOE as prescribed in AR 611-201. h. Verified PMOS. i. Credit for at least one complete oversea tour. j. Hold valid Army or State motor vehicle operator's permit. k. Favorable records check of repository files at Fort Holabird, MD.

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
2	DESIRABLE QUALIFICATIONS.	<p>a. Ages 24 to 35 years inclusive.</p> <p>b. Past experience in personnel management, interviewing, classification, or sales experience.</p> <p>c. Service in a combat organization.</p>
4	PREPARATION OF APPLICATION.	<p>Application will contain information as to the applicant's choice of areas of assignment, in order of preference.</p> <p>a. Personnel in CONUS are limited to reassignment within the same Army area (3 choices in order of preference) in which presently serving.</p> <p>b. Personnel serving in oversea commands and requesting duty as career counselors in CONUS are authorized any three choices of area assignment (Army area or major CONUS command).</p>
5	SUBMISSION OF APPLICATION.	<p>Application for duty as career counselor will be made through command channels to the appropriate major commander.</p> <p>a. Persons applying in CONUS must be eligible for a permanent change of station. Personnel ineligible for a permanent change of station will only be considered for career counseling duties at the station to which assigned.</p> <p>b. Persons applying in oversea commands will submit their applications no earlier than 9 nor less than 6 months prior to date of completion of oversea tour.</p>
6	APPOINTMENT AND COMPOSITION OF INTERVIEW BOARDS.	<p>a. Appointment: Boards for interviewing enlisted personnel being considered for full-time duty as career counselors will be appointed as follows:</p> <p>(1) In CONUS, at installations by the appropriate commander.</p> <p>(2) In oversea commands, by the commander exercising general court-martial jurisdiction.</p> <p>b. Composition: Boards will be composed of—</p> <p>(1) At least two commissioned officers, one of whom will be a full-time reenlistment officer, whenever practicable. Where a full-time reenlistment officer is not available, maximum use will be made of existing boards established on a permanent basis at US Army Recruiting Command facilities.</p> <p>(2) At least one experienced career counselor senior or equal in grade to the applicant.</p> <p>(3) When WAC enlisted personnel are being considered, a WAC officer or a WAC noncommissioned officer senior or equal in grade to the applicant will be a member of the board.</p> <p>c. If a commander desires, he may use interview boards of the US Army Recruiting Service even though a full-time reenlistment officer is available.</p>
7	INTERVIEW BOARD ACTIONS.	<p>Interview boards will—</p> <p>a. Determine whether applicants possess the following qualifications:</p> <p>(1) Genuine desire and interest to become a career counselor.</p> <p>(2) Mandatory prerequisites as listed in line 1, this table.</p> <p>(3) Ability to express themselves clearly both orally and in writing and have a pleasing personality.</p> <p>(4) Outstanding military bearing.</p> <p>(5) No obvious facial or other physical defects.</p> <p>b. Determine that applicants desire and are suited for award of MOS OOE.</p> <p>c. Return applications not favorably considered through channels to applicants, with reason(s) therefor.</p> <p>d. Forward, through channels, to the appropriate major commander applications from persons who are recommended for duty as career counselors, together with a full-length photograph of the applicant in uniform (class A).</p>

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty—Continued

Line	Item	Comment
8	ACTION BY THE REVIEWING AUTHORITY	<p>a. The commander who convenes the board will review applications forwarded by the interview board.</p> <p>b. Prior to forwarding applications to major commanders, a records check of the repository files at Fort Holabird, Md. will be completed.</p> <p>c. Applications for which approval is recommended will be annotated, "Favorable Records Check Completed, date, " and validated by the reviewing authority.</p> <p>d. Applications for which disapproval is recommended based on an unfavorable records check will not reflect this as a reason for disapproval. Any record of a felony, poor management of personal or family affairs, poor credit standing, a morals offense, a history of propensity for traffic violations or repeated offenses indicating an unwillingness to conform to laws and regulations, preclude an assignment to career counseling duty.</p> <p>e. With the exception of d above, reviewing authorities will state reason(s) for recommendation for disapproval.</p>
9	DISPOSITIONS OF APPLICATIONS	<p>a. Applications which are disapproved by the major commander will be returned to the initiating unit with appropriate notation thereon.</p> <p>b. Applications from CONUS personnel which are approved by the major commander will be returned to the initiating unit, with appropriate approval notation, for action indicated on line 10, this table.</p> <p>c. Applications submitted in overseas commands for duties in CONUS which are approved by the major commander and in which the individual has indicated his choice of assignment (maximum of 3 choices in order of preference) will be forwarded by the major overseas commander to appropriate CONUS commanders (IN TURN) in the order of preference indicated in the application.</p> <p>(1) The letter of transmittal will indicate that the applicant is available for assignment upon successful completion of school course.</p> <p>(2) If the applicant is accepted for duty, the application will be returned (to major overseas commander) through Chief of Personnel Operations, ATTN: EPAD, Department of the Army, Washington, DC 20310, for assignment instructions.</p> <p>(3) If the applicant is not accepted, the application will be returned direct to the major overseas commander.</p>
10	TRAINING AND ASSIGNMENT	<p>a. Applicants accepted for career counseling duty at their present duty station will attend the Army Recruiting and Career Counseling Course at The Adjutant General's School at the earliest practicable date. Assignment to career counseling duty is contingent upon successful completion of the school course. School quotas will be obtained from OPO under the telephone call system—OX 76341.</p> <p>b. Personnel selected for career counseling duty when reassignment is involved will attend the Army Recruiting and Career Counseling Course in a TDY status en route to their next assignment. Personnel who fail to successfully complete the school course will be reported by the commandant of the school to the Chief of Personnel Operations in accordance with AR 614-205.</p>
11	UTILIZATION.....	Commanders at all levels will insure that personnel assigned full-time reenlistment and career counseling duties are utilized only for that purpose.

★1-17. Selection of enlisted personnel for additional duty career counseling. When possible, individuals who have had previous career counseling or recruiting experience should be assigned as additional duty career counselors. When practicable, individuals assigned these duties should be selected from persons with the

same general qualifications as those required for the duty on a full-time basis. Personnel selected are encouraged to apply for attendance at the Army Recruiting and Career Counseling Course, United States Army Adjutant General's School.

1-18. Processing of personnel with MOS OOE who are due to return from overseas commands. Personnel serving in overseas commands who hold primary MOS OOE and who do not desire career counselor or recruiting duty in CONUS upon return from completed overseas tour will be reclassified into another MOS in accordance with section VI, chapter 2, AR 600-200 and reported on the AOR List. Personnel serving in overseas commands who hold MOS OOE and who desire full-time duty as a career counselor in CONUS upon return from an overseas tour will take action as indicated in *a* and *b* below

no earlier than 8 nor later than 6 months prior to date of completion, of overseas tour.

a. If in grade E-7, E-8, or E-9, indicate preference of area and duty desired in the remarks section of the Enlisted Preference Statement (DA Form 2635).

b. If in grade E-5 or E-6, submit application on DA Form 2496 (Disposition Form) to indicate choice of area and duty desired through channels to Chief of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, DC 20310.

Section V. REENLISTMENT DATA CARD (DA FORM 1315)

1-19. Purpose and use. The Reenlistment Data Card (DA Form 1315) is designed as an aid in promoting an effective reenlistment program and will be used in implementing prescribed counseling procedures. Each interview and attendance at a reenlistment film will be recorded on the reverse of the DA Form 1315. Stereotyped remarks such as "will not reenlist," "does not like Army" will not be used on the DA Form 1315. Specific remarks should be made, as a result of interviews, as to the individual's objections to reenlistment and future plans. For example, if an individual has a civilian job waiting, the remark might show "Return to civilian employment—will work for Smith Construction Co., Boise, Idaho." For individuals returning to school, the remarks should show the names and location of the school.

1-20. Initiation. *a.* The initial DA Form 1315 will be prepared at U.S. Army reception stations for all individuals (except REP personnel) received for processing.

(1) The appropriate entries will be transcribed from the individual's personnel records subsequent to testing. Only applicable entries on the face of the DA Form 1315 will be completed.

(2) Entries subject to change (indicated as temporary) will be made in pencil; all others will be typewritten or made in ink.

(3) The DA Form 1315 will be forwarded as part of the individual's Military Personnel

Records Jacket, U.S. Army (DA Form 201) to his first permanent duty station.

b. The unit personnel officer receiving and/or having custody of the individual's personnel records will verify the entries on the DA Form 1315.

(1) After verification, the forms will be forwarded to the commander of the individual concerned within 15 days from the date of assignment.

(2) If the individual's records do not contain a DA Form 1315, the unit personnel officer will prepare one as prescribed in *a* above.

(3) Career counselors will not be responsible for the preparation of DA Forms 1315.

c. A new DA Form 1315 will be prepared by the unit personnel officer and forwarded to the individual's commander whenever a subsequent reenlistment is accomplished.

1-21. Maintenance. The DA Form 1315 will normally be maintained in the company/battery to which each individual is assigned. The results of interviews and counseling sessions and attendance at reenlistment film showings will be recorded on the form. Unit commanders will, prior to the individual's transfer or reassignment, make an appropriate entry in the reenlistment status section of the DA Form 1315.

a. A bar to reenlistment (sec VIII, this

chap.) will be initiated for individuals who are eligible but not recommended.

★*b.* For individuals who are not eligible for reenlistment but who are recommended, the item "not eligible" will be checked and a brief explanation of reason or reasons will be entered.

c. Such remarks entered on the DA Form 1315 will be initialed by the unit commander.

1-22. Disposition. When the individual is transferred or reassigned prior to expiration of his term of service, the DA Form 1315 will be returned to the unit personnel officer and made a part of the individual's personnel records. The gaining unit personnel officer will follow the

same procedures as are outlined in paragraph 1-20*b.*

a. When a favorable reenlistment decision is obtained, the DA Form 1315 will be retained until reenlistment has been accomplished at which time it will be disposed of in accordance with AR 340-2 or AR 340-18-7.

★*b.* When an individual does not immediately reenlist, the DA Form 1315 will be returned to the unit personnel officer and made a part of the individual's personnel records. Prior to reassignment to transfer point for separation, the RE Code (see table 1-3) will be entered in the Reenlistment Status section of the form along with appropriate entries required by paragraph 1-21.

★**Table 1-3. Reenlistment Eligibility Codes for Reenlistment in the Regular Army**

<i>Code</i>	<i>Explanation</i>	<i>Reference</i>
RE-1	Fully qualified for immediate reenlistment	Table 2-1
RE-1A	Fully qualified for immediate reenlistment; however, ineligible to reenlist for 93 days after date of separation	Para 6-2 <i>h</i>
RE-1B	Fully qualified for immediate reenlistment except has not received a PMOS Evaluation Score during current term of service	Item j, table 2-1.
RE-2	Fully qualified for immediate reenlistment; however, separated for convenience of Government under a separation authority which does not contemplate immediate reenlistment	Chap. 5, AR 635-200.
RE-2A	Fully qualified for immediate reenlistment; however, ineligible to reenlist in grade and for 93 days after date of separation	Para 4-5 <i>b</i>
RE-3	Not eligible for immediate reenlistment unless waiver consideration is permissible and is granted	Tables 2-1, 2-2, 2-3, and para 1-31/(4)
RE-3B	Not eligible for immediate reenlistment unless waiver is granted. This code is only applicable to enlisted persons who have time lost during their last period of service	Table 2-2
RE-3C	Not eligible for immediate reenlistment unless waiver consideration is permissible and is granted. This code is applicable to persons who have completed over 18 months service who do not meet the grade requirement in basic eligibility criteria or have been denied reenlistment under the Qualitative Screening Process UP Chap 4, AR 600-200	Tables 2-1 and 2-3
RE-4	Not eligible for reenlistment. Nonwaivable disqualification	Table 2-4
RE-4A	Not eligible for immediate reenlistment. This code is applicable only to enlisted personnel failing to meet citizenship criteria	Table 2-1

Section VI. REENLISTMENT INTERVIEWS AND COUNSELING

1-23. General. Although this regulation prescribes that the maximum reenlistment effort will be made during the latter part of an individual's term of service, reenlistment indoctrination must begin on the day the individual reports to the unit. Counseling with a view to promoting reenlistment cannot be restricted to the last few months of an individual's term of service, especially among first-term personnel. The scheduled reenlistment counseling procedure prescribed in this section is considered to be the minimum effort and counseling should not be limited to this schedule. In the interest of stability, economy or travel, and continuity of operations, major emphasis by unit commanders will be directed to inducing qualified individuals to reenlist for their present assignment.

1-24. Reenlistment interviews. Full advantage should be taken of the opportunities which reenlistment interviews afford to counsel, suggest, and assist individuals in making a definite plan. These discussions should be related to the grade and length of service of the individual being interviewed, and will be designed primarily to favorably influence his reenlistment intent.

a. Reenlistment interviews further provide an opportunity to extend encouragement, eliminate old grievances, develop self-understanding and self-assurance.

b. Prior preparation is essential for satisfactory interview and will include collection of factual data concerning the individual.

b.1. Individuals should not be required to report for interview but should be contacted to arrange for an interview. Group interviews will not be conducted. Individuals will be interviewed separately.

c. During prescribed interviews each individual will be specifically queried as to the existence of civil offenses, convictions, and/or confinement.

d. Particular attention will be given to the

applicant's ability to meet current mental standards for Regular Army service. When the individual does not meet current standards, he will be encouraged to participate in appropriate educational development programs in an effort to become qualified prior to the expiration of his current term of service.

1-25. Reenlistment counseling procedures. The unit commander is authorized to waive the unit career counselor's interview prescribed in c below when he is convinced, as the result of his interview, the individual will reenlist immediately. When such action is taken, however, control will be maintained to insure the individual's favorable reenlistment intent has not changed. The commanding officer of the individual will determine the individual's eligibility for reenlistment under the provisions of this regulation.

a. If the individual is not eligible for immediate reenlistment, the unit commander will—

(1) Interview the individual upon assignment and inform him of his ineligibility and what he must do to become eligible.

(2) Determine by observation and job performance whether a request for waiver is warranted. If warranted, a request for waiver (chap. 3) will be initiated promptly and within the time frame specified in paragraph 3-2. When it is determined that waiver is not warranted, the individual will be apprised of this fact. The DA Form 1315 will be noted to reflect ineligibility for reenlistment.

b. If the individual is eligible for reenlistment, but for cogent reasons is not recommended, the unit commander will promptly initiate a bar to reenlistment under the provisions of section VIII, this chapter. The DA Form 1315 will be annotated accordingly.

c. If reenlistment is recommended by the unit commander and the enlisted person meets the eligibility requirements outlined in this regulation, the following action will be taken:

(1) During the period 8 to 10 months prior to expiration of term of service the individual

will be interviewed by his unit commander. If not fully decided, he will be aided in analyzing his own abilities, opportunities, resources, and limitations.

(a) At this interview individual problems should be resolved as far as practicable.

★(b) Rescinded.

(c) Personnel will be encouraged to see the unit career counselor for additional information.

(d) This interview will be entered on DA Form 1315.

(2) During the period subsequent to the unit commander's interview, the unit career counselor will contact the individual and conduct an interview in accordance with accepted interview procedures. Current reenlistment opportunities and benefits will be emphasized.

(a) Every effort will be made to obtain a reenlistment decision.

(b) Assistance from full-time reenlistment personnel at higher headquarters should be solicited to supplement unit reenlistment efforts.

(c) Interview by the full time and unit career counselor will be recorded on DA Form 1315.

★(3) All personnel on their first tour of Army service or who, upon expiration of current term of service, will have 4 or less years service for pay purposes will attend a showing of the film "The Work Men Do" approximately 3 to 12 months prior to ETS. Attendance will be recorded on DA Form 1315.

(4) Commanders will initiate aggressive programs designed to influence recommended first-term enlisted personnel who do not intend to reenlist. Prior to departure from the unit these individuals will be informed of the reenlistment opportunities available to them at time of separation or within 3 months thereafter. In addition, these individuals will be apprised of the provisions of chapter 2, AR 601-210 with respect to grade authorizations for reenlistment after a break in service. An appropriate entry signifying that this interview was conducted will be entered on DA Form 1315.

Section VII. UNFULFILLED OR ERRONEOUS REENLISTMENT COMMITMENTS

1-26. Policy. a. All claims of unfulfilled or erroneous reenlistment commitments will be investigated promptly. The individual's MPRJ will be reviewed to determine the validity of allegations.

★b. The installation commander will report an individual as immediately available for assignment who has a reenlistment commitment which cannot be fulfilled by reassignment action within the major command. The individual will be reported in accordance with chapter 8, AR 614-200 to HQDA (see table 1-2, AR 614-200 for office symbol).

★c. Claimants of either erroneous reenlistment commitments or unfulfilled reenlistment commitments which cannot be resolved by reassignment action will be assisted in the preparation of a request for Correction of Unfulfilled or Erroneous Reenlistment Commitment. The

request will be submitted by the individual on DA Form 2496 and forwarded through channels to HQDA (DAPO-EPA-R), WASH DC 20310, to arrive in two copies including inclosures. The request will be accompanied by a DA Form 209 (card) addressed to the applicant and copies of the DA Form 4, all DA Forms 3286 and other statements of understanding, DA Form 20, SF 88 and SF 93 (if appropriate), a statement of waiver or statement that MPRJ does not disclose such, statement that service member was interviewed by a career counselor and that the options pertaining to an unfulfilled reenlistment commitment were explained, and other documents or statements pertinent to the case which will assist in making a decision.

★d. For claims of unfulfilled commitments made in connection with extensions of enlistments, the provisions of paragraph 4-3f apply.

Section VIII. BAR TO REENLISTMENT PROCEDURES

1-27. **Purpose.** This section prescribes procedures for the denial of reenlistment to persons whose reentry into or continued service with the Army is deemed not to be in the best interests of the military service.

1-28. **Policy.** The policy of the Department of the Army is that only personnel of high moral character, professional competence, and demonstrated adaptability to the requirements of the professional soldier's moral code of exemplary performance and conduct shall be extended the privilege of reenlisting in the Regular Army. Persons who cannot, or who do not, measure up to and maintain such standards, and whose separation under appropriate procedures is not warranted, will be barred from further service under the provisions of this section.

1-29. **Guidelines in the use of bar to reenlistment procedures.** *a.* Bar to reenlistment procedures will not be used in lieu of separation action under appropriate regulations such as AR 635-212.

b. Bar to reenlistment procedures will not be used in lieu of trial by courts-martial, nonjudicial punishment, or other appropriate administrative action.

c. The fact that disciplinary or administrative action not resulting in separation has been previously taken does not preclude initiation of bar to reenlistment procedures if such action is deemed appropriate.

d. The fact that an individual may be issued an honorable or general discharge for the current period of service does not preclude initiation of bar to reenlistment procedures to deny the individual subsequent service in the Regular Army.

★*e.* The fact that an individual may have served honorably for a number of years, though considered in the evaluation of his service, does not prohibit the initiation of bar to reenlistment procedures if such action is otherwise appropriate. Bar to reenlistment procedures initiated against persons who have completed at

ETS 18 or more years of active Federal service may be approved only by Headquarters, Department of the Army. Subject requests will be forwarded through command channels to Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

1-30. **Criteria.** The development and continued existence of a Regular Army composed of a body of high quality professional men and women demands that every commander be constantly alert to the need to detect and weed out those persons whose character or conduct, abilities or attitudes, motivation or adaptability for military service, proficiency or overall potential value to the Army, and/or general desirability for retention are not consistent with this goal. Commanders must be especially alert to the need to evaluate the advisability or desirability of affording continued military service to individuals of the following, or similar caliber:

a. Untrainable personnel. Continued effort and attention will be given to the early detection of individuals who are in fact untrainable for military service. These individuals who are found to be so lacking in abilities and aptitudes as to require frequent or continued special instruction or supervision will be identified as soon as possible with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into, or further service with, the Regular Army.

b. Unsuitable personnel. Continued effort and attention will be given to the detection of individuals who are in fact unsuitable for military service. These persons may exhibit their unsuitability through interests and/or habits which are detrimental to the maintenance of good order and discipline. They may have records of habitual minor misconduct requiring corrective or disciplinary action. Where possible, these individuals will be identified early in their military service with a view toward dis-

position in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into or continued service with, the Regular Army.

c. Individuals against whom bar-to-reenlistment proceedings are initiated. The records of individuals against whom bar-to-reenlistment proceedings are initiated often disclose the recurrence of one or a combination of the following:

- (1) Late to formations, details, or assigned duties.
- (2) AWOL for 1- to 24-hour periods.
- (3) Losses of clothing and equipment.
- (4) Substandard personal appearance.
- (5) Substandard personal hygiene.
- (6) Persistent indebtedness, reluctance to repay or late payments.
- (7) Recurrent Article 15 punishments.
- (8) Frequent traffic violations.
- (9) "Rides" sick call without medical justification.
- (10) Late returning from pass or leave.
- (11) Misses bed check.
- (12) Cannot follow orders; shirks; takes too much time; is recalcitrant.
- (13) Cannot train for a job; apathetic; disinterested.
- (14) Cannot adapt to military life; uncooperative; involved in frequent difficulties with fellow soldiers.
- (15) Failure to manage personal, marital, and/or family affairs.
- (16) Involvement in discreditable incidents in the civilian community.
- (17) Involved in incidents of moral turpitude evidencing a character deficiency.

1-31. Procedures. An individual's unfitness, unsuitability, and/or failure to maintain the standards required for service in the Regular Army may be manifest soon after entry into the military service or it may not develop or become apparent until after many years of service.

a. The fact that substandard personnel may have been permitted to remain on active duty for a number of years should not deter a current commander from taking action under the provision of this regulation or other appropriate directives if he deems such action proper.

(1) A bar to reenlistment procedure normally should not be initiated against an individual who has been assigned to a unit for less than 90 days.

(2) A bar to reenlistment procedure should not be based on generalities or approximate dates and/or vague places and times but should be specific and substantiated by official remarks made at the time of each occurrence. It is essential that all instances are made a matter of official record when acts considered unworthy of a member of the United States Army are performed.

(3) A bar to reenlistment is initiated without regard to an individual's ETS or his reenlistment intent.

(4) Normally, a bar to reenlistment procedure will not be initiated against an individual during the last 14 days prior to his departure from the unit to which currently assigned. When a bar to reenlistment is initiated during this period, the commander's certificate will contain a complete explanation of why the action was not taken at an earlier date.

b. The individual's unit commander will prepare a certificate signed in duplicate summarizing the basis for his intent to initiate bar to reenlistment procedures. This will include, if appropriate, the number and dates of courts-martial, incidents of punishment under Article 15, and all other factual and relevant information supporting his recommendation. The commander will refer the certificate to the enlisted person concerned for a statement in his own behalf, if desired, as required by paragraph 7, AR 640-98. The individual will be allowed a period of 30 days for the preparation of his comment and the collection of any documents and/or pertinent materials. An extension to this period may be granted by the individual's unit commander on an individual case basis.

c. Upon receipt of the comment of the indi-

vidual, the certificate will be indorsed by the brigade/regimental or separate battalion commander, and approved or disapproved by the commander exercising general court-martial jurisdiction, the major commander, or Headquarters, Department of the Army, as follows:

(1) General courts-martial authority—for persons with less than 10 years active Federal service at ETS. This authority may be delegated to commanders with special courts-martial authority. If the individual being barred contests or appeals the action, the certificate will be forwarded to commander exercising general courts-martial jurisdiction for final decision.

(2) Major commander—for persons with 10 to 18 years active Federal service at ETS.

(3) Headquarters, Department of the Army—for persons with 18 or more years of active Federal service at ETS.

d. When a certificate has been approved by the appropriate commander, the custodian of the individual's personnel records will place a signed copy in the individual's military Personnel Records Jacket US Army (DA Form 201) where it will remain a permanent part of the file. The remark, "Not recommended for further service," will be entered on the individual's Enlisted Qualification Record (DA Form 20) in accordance with AR 600-200 and the enlisted person concerned apprised that he is barred from reenlistment.

e. Subsequent to placing an approved certificate in the enlisted person's file under the foregoing procedure, the company, detachment, or comparable commander of the unit to which the individual is assigned or attached for duty and administration may submit a recommendation to have the certificate voided. Approval to void such a certificate may be granted by the same authority that approved the certificate originally or, if the individual has moved to another jurisdiction, by the comparable commander therein.

(1) A recommendation to void a bar to reenlistment may be submitted at any time by the individual's unit commander if he feels the individual has proven that he is worthy of re-

attention in the Army. However, the possibility of voiding a reenlistment bar should not be used as an incentive to improve the conduct or performance of lazy or recalcitrant individuals.

(2) An approved bar to reenlistment procedure will be initially reviewed by the appropriate unit commander 6 months after date of approval or 80 days prior to the individual's scheduled departure date from current unit, or date of separation, whichever occurs first. If, as a result of this review, the commander feels the bar to reenlistment should be removed, he will initiate a recommendation to this effect. If the commander feels the bar to reenlistment should remain in effect, he will so notify the custodian of the individual's personnel records who will enter on the individual's DA Form 20, the following remark: "Bar to Reenlistment reviewed; not recommended for removal, (date)." Subsequent reviews will occur at 6-month intervals and will be reflected by appropriate entries on the soldier's DA Form 20.

(3) Upon completion of the review(s) prescribed above, the unit commander will inform the individual concerned that the bar to reenlistment has been reviewed and what action was taken. The unit commander will continue to emphasize the seriousness of the bar to reenlistment and the effect it has on promotion eligibility, continued service in the Army, type of discharge received, and possible civilian employment opportunities.

f. The DD Forms 214 (Armed Forces of the United States Report of Transfer or Discharge) of otherwise qualified persons who are separated with a bar to reenlistment in effect are coded RE-3 even though an honorable discharge may be issued.

(1) Commanders of transfer activities will examine the qualification record of each individual undergoing transfer processing and when the remark prescribed in *d* above appears, he will enter in Item 80, DD Form 214, "Table 2-3, AR 601-290 applies—AR 640-98 complied with."

(2) When the remark prescribed in *d* above has been deleted from the DA Form 20, the commander effecting separation will exam-

ine the records to determine if proper authorization was granted to make the deletion. If the deletion is not properly substantiated, the individual will be issued a DD Form 214 containing the remark indicated in (1) above.

(3) If the deletion is properly substanti-

ated, separation will be accomplished and no entry will be made in Item 30, DD Form 214.

(4) The code RE-3 will be reflected in the separation documents of all persons separated with a bar to reenlistment in effect except where the code RE-4 is warranted.

Section IX. CONSIDERATIONS GOVERNING THE ENLISTMENT OF PERSONS IN THE REGULAR ARMY

1-32. Eligibility. All persons connected with the processing of applicants for enlistment in the Regular Army will give paramount consideration to the enlistment of quality personnel. An individual's eligibility will be determined on the basis of his ability to meet all requirements or the exceptions thereto and will include procurement of prescribed waivers. If there is any aura of doubt as to the applicant's full qualifications, he must not be accepted.

1-33. Unlawful enlistment, appointment or separation. Particular attention of all officers and

reenlistment personnel will be given to Article 94, Uniform Code of Military Justice, which provides that "Any person subject to the code who effects an enlistment or appointment in, or a separation from the Armed Forces of any person who is known to him to be ineligible for such enlistment, appointment, or separation because it is prohibited by law, regulations, or order, shall be punished as a court-martial may direct." Commanders will give due consideration to the initiation of disciplinary action for violations of the article.

CHAPTER 2

BASIC QUALIFICATIONS FOR REENLISTMENT IN THE REGULAR ARMY

Section I. BASIC ELIGIBILITY CRITERIA

2-1. Basic eligibility criteria for persons currently in the Active Army. Male and female applicants for immediate reenlistment in the Regular Army who are currently serving in the Active Army must meet basic eligibility criteria as indicated in table 2-1.

**Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in
the Active Army**

<i>Item</i>	<i>Criteria</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
a	AGE -----	<p>(1) Be not less than 17 years and not 55 years of age or over (this includes those individuals who will attain age 55 before termination of a new period of contracted service, i.e., reenlistment or extension), and</p> <p>(2) If past 35th birthday and less than 55 years of age, be an age that is not greater than 35 plus the number of years of prior honorable active Federal service completed.</p> <p>(3) Be considered exempt from above age requirements if he can qualify for retirement by age 60 and if he is not age 55 or older with 20 or more years of active Federal service provided he is immediately reenlisted following separation as—</p> <p>(a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty, or</p> <p>(b) An enlisted man last separated from the Reg-</p>	<p>(1) Be not less than 18 years and not 55 years of age or over (this includes those individuals who will attain age 55 before termination of a new period of contracted service, i.e., reenlistment or extension), and</p> <p>(2) If past 35th birthday and less than 55 years of age, be an age that is not greater than 35 plus the number of years of prior honorable active Federal service completed.</p> <p>(3) Be considered exempt from above age requirements if she can qualify for retirement by age 60 and if she is not age 55 or older with 20 or more years of active Federal service provided she is immediately reenlisting following separation as—</p> <p>(a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty, or</p> <p>(b) An enlisted woman last separated from the Reg-</p>	<p>(1) DD Form 378 (Consent or Declaration of Parent or Legal Guardian (For Enlistment of a Minor in the US Armed Forces)) required for men less than 18 and women less than 21 years of age (para 5-4).</p> <p>(2) For age waivers, see table 3-1.</p>

**Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in
the Active Army—Continued**

<i>Item</i>	<i>Criteria</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
a	AGE—Continued	ular Army with an honorable or general discharge.	ular Army with an honorable or general discharge.	
★b	CITIZENSHIP	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	Waivers not considered.
★c	MENTAL REQUIREMENTS.	Attain scores of 90 or higher on any three or more aptitude areas of the ACB, or qualify for exemption if serving with less than 20 years active Federal service and demonstrates qualification in his PMOS by verification under the Enlisted Evaluation System.	Attain scores of 90 or higher on any three or more aptitude areas of the WACB or ACB, or qualify for exemption if serving with less than 20 years active Federal service and demonstrates qualification in her POMS by verification under the Enlisted Evaluation System.	(1) Test scores as recorded on DA Form 20 will be used to determine reenlistment eligibility. (2) Persons who do not meet, or qualify for exemption from prescribed standards may be (re) tested with the ACB or WACB, as appropriate, UP AR 600-200.
★d	EDUCATION	Meet educational requirements for promotion to the next higher grade.	Meet educational requirements for promotion to the next higher grade.	For education waivers see table 3-1.
★e	MEDICAL	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501. (2) Meet any additional requirements prescribed for the specific option for which reenlisting. (3) Be approved for reenlistment by Headquarters, Department of the Army if he is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501. (2) Meet any additional requirements prescribed for the specific option for which reenlisting. (3) Be approved for reenlistment by Headquarters, Department of the Army if she is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(1) For medical processing see paragraph 5-6. (2) For waiver of medical requirements, see table 3-1.

Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army—Continued

<i>Item</i>	<i>Criteria</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
		(4) Meet weight control standards prescribed in AR 682-1.	(4) Meet weight control standards prescribed in AR 682-1.	
f	MARITAL STATUS	Immaterial	Immaterial.	
g	DEPENDENTS	No restrictions	No restrictions.	
h	MORAL AND OTHER ADMINISTRATIVE CRITERIA.			See tables 2-2, 2-3, and 2-4.
i	GRADE	Not exceed the retention ineligibility point outlined in table 2-1.1 before termination of contracted service, i.e., reenlistment or extension.	Not exceed the retention ineligibility point outlined in table 2-1.1 before termination of contracted service, i.e., reenlistment or extension.	For waiver of grade requirements see table 8-1.
★j	MOS EVALUATION SCORE	Attain a score of 70 or higher in PMOS within a period of 1 year preceding reenlistment date.	Attain a score of 70 or higher in PMOS within a period of 1 year preceding reenlistment date.	For waiver of MOS Evaluation Score requirement, see table 8-1.

★*Note.* A former enlisted member of the Regular Army immediately reenlisting following separation from current active service as an Army commissioned or warrant officer with an honorable discharge or by relief from active duty for a purpose other than to await appellate review of a sentence including dismissal or dishonorable discharge is exempt from the requirements of this table. See table 25 for authorized reenlistment period.

★Table 2-1.1. Grade Eligibility Criteria

<i>Grade</i>	<i>Retention Ineligibility Point (Total active Federal service)</i>
E-9	80 Years
E-8	27 Years
E-7	24 Years
E-6	20 Years
E-5	12 Years
E-4	8 Years
E-3 and below	8 Years

Note 1. Individuals who have attained official order of merit promotion list status (and E-3 recommended by the unit commander for promotion to grade E-4) will be considered for reenlistment under the criteria of the grade to which they will be promoted.

Note 2. Grade Eligibility Criteria does not apply to persons selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training.

★2-2. Waivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-2 apply may be granted waivers to permit immediate reenlistment or extension. Only those disqualifications occurring during current term of service and disqualifications not previously revealed, regardless of date of occurrence, are considered disqualifying. Requests for waivers should be submitted sufficiently in advance of separation date to permit continuous service. For persons who are not granted waivers prior to separation and/or who do not reenlist immediately at the station to which assigned at separation, the RE Code (see table 1-3) will be entered on DA Forms 20 and DD Forms 214 to indicate eligibility for Regular Army service in the future.

★Table 2-2. Waivable Moral and Administrative Disqualifications

<i>Line</i>	<i>Disqualification</i>	<i>Notes</i>
A	Time Lost -----	For waivers see table 3-1.
B	Subject of flagging action UP AR 600-31 -----	For waivers see para 3-6.
C	Persons who have been retained on active duty under the provisions of AR 604-10 with the annotation "not eligible for security clearance or assignment to sensitive duties, AR 604-10."	For waivers see para 3-6.
D	Persons currently serving as Army commissioned or warrant officers who were separated as a regular member from another service for the purpose of entering on active duty as an Army Reserve commissioned or warrant officer.	For waivers see para 3-6.
E	Persons who have been identified as drug abusers or alcoholics during current term or service.	For waivers see table 3-1.

★2-3. Persons ineligible for immediate reenlistment. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-3 apply are ineligible for immediate reenlistment, and request for waivers will not be submitted. Such persons may be eligible to apply for Regular Army reenlistment under the provision of AR 601-210 at a later date.

★Table 2-3. Persons Ineligible for Immediate Reenlistment

<i>Line</i>	<i>Disqualification</i>
A	Persons being separated from current term of service whose DD Forms 214 are coded RE-1A; RE-2A; RE-3; RE-3B; RE-3C and RE-4A.
B	Persons being separated from current term of service with a "Bar to Reenlistment" in effect.
C	Persons being separated from current term of service by reason of hardship or dependency (chap. 6, AR 635-200).
D	Persons serving on unspecified enlistments who resign from current term of service in lieu of other administrative action (chap. 9, AR 635-200).

Table 2-3. Persons Ineligible for Immediate Reenlistment—Continued

<i>Line</i>	<i>Disqualification</i>
E	Persons being discharged from current term of service for the good of the service under the provisions of chapter 10, AR 635-200.
F	Men being separated from current term of service under the provisions of AR 635-206 or AR 635-212.
G	Women being separated for marriage, pregnancy, or parenthood (chap. 8, AR 635-200).
H	Women being separated from the Army under the provisions of AR 635-212 for inability to perform their military duties due to a language barrier.
I	Persons in a nonpromotable status UP AR 600-200. (See Note 2.)
J	Persons in a surplus-nonretrainable status. This category will be identified in accordance with quarterly reenlistment controls announced by DA. (See Note 3.)
K	Persons with more than one conviction by military courts-martial during current term of service. (See Notes 1 and 2.)
L	Persons who cannot be granted the appropriate security clearance required for the next higher grade. (See Note 3.)
M	Persons who have been denied reenlistment under the Qualitative Screening Process UP Chapter 4, AR 600-200. (See Note 3.)
N	Persons currently serving as Army commissioned or warrant officers who are being separated and did not have regular enlisted service immediately prior to entering on active duty as an Army Reserve commissioned or warrant officer.

Note 1. Prior conviction cannot be considered until finding of guilty has become final after review of the case has been fully completed. (See Article 76 UCMJ and para 756(2) of Manual for Courts-Martial, United States, 1969 (Revised Edition).)

Note 2. Request for extensions of enlistments by an amount sufficient to complete 20 years active Federal service for persons who have completed 18 but less than 20 years service may be forwarded to Commanding Officer, US Army Enlistment Eligibility in accordance with waiver procedures outlined in section I, chapter 3.

Note 3. Unit commanders may grant extensions of enlistments by an amount sufficient to complete 20 years active Federal service for persons who have completed 18 but less than 20 years service.

2-4. Nonwaivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-4 apply, are ineligible for Regular Army reenlistment at any time and requests for waivers will not be submitted.

Table 2-4. Nonwaivable Moral and Administrative Disqualifications

<i>Line</i>	<i>Disqualification</i>	<i>Men</i>	<i>Women</i>
A	Insane	X	X
B	Having a history of psychotic disorders	X	X
★C	Questionable moral character, history of anti-social behavior, sexual perversion, having frequent difficulties with law enforcement agencies.	X	X
D	Not accepted for further military service pursuant to AR 40-501 because of venereal disease.	X	X

Table 2-4. Nonwaivable Moral and Administrative Disqualifications
—Continued

<i>Line</i>	<i>Disqualification</i>	<i>Men</i>	<i>Women</i>
E	Having a history of frequent or chronic venereal disease -----	X	X
F	Separated for unfitness or unsuitability (AR 615-368, 615-369, 635-212).	--	X
G	Separated for unfitness or unsuitability with 18 or more years of service completed.	X	--
H	Separated with a "Bar to Reenlistment" in effect after completion of 18 or more years of service.	X	X
I	Conscientious objector or person with religious convictions which preclude unrestricted assignments.	X	X
J	Persons who have received severance pay -----	X	X
K	Rescinded.		
L	Rescinded.		
M	Rescinded.		
N	Separated with other than honorable or general discharge --	--	X
O	Reenlistment not clearly consistent with interest of national security under AR 604-10, or who refuse to sign DD Form 98, (Armed Forces Security Questionnaire) or DD Form 398 (Statement of Personal History).	X	X
P	Persons who signed a statement of intent to reenlist, received services based on the statement (such as transportation of dependents, movement of household goods or automobile) then at expiration of term of service (ETS), declined to reenlist.	X	X
Q	Rescinded.		
R	Separated because physically disqualified upon order to active duty (AR 135-300).	X	X
S	Separated under the Military Personnel Security Program (AR 604-10).	X	X
T	Separated for physical disability with entitlement to receive disability severance pay (AR 635-40).	X	X
U	Released from EAD by reason of physical disability and revert to inactive status for the purpose of retirement under the provisions of Title 10, U.S.C., Sections 1331-1337, in lieu of discharge with entitlement to receive disability severance pay (AR 635-40).	X	X
V	Separated for physical disability resulting from intentional misconduct or willful neglect or incurred during period of unauthorized absence. Not entitled to severance pay (AR 635-40).	X	X
W	Separated for physical disability—EPTS—established by physical evaluation board proceedings (not entitled to severance pay) (AR 635-40).	X	X
X	Separated as a conscientious objector (AR 635-20) -----	X	X

**Table 2-4. Nonwaivable Moral and Administrative Disqualifications
—Continued**

<i>Line</i>	<i>Disqualification</i>	<i>Men</i>	<i>Women</i>
Y	Separated for physical disability—EPTS—established by medical board and individual made application for discharge by reason of physical disability (not entitled to receive disability severance pay) (AR 635-40).	X	X
Z	Discharge as a result of board action (homosexual acts) ----	X	X
AA	Acceptance of discharge (homosexual acts) (AR 635-212) --	X	X
AB	Separated as an alien without legal residence in the United States (para 5-6, AR 653-200).	X	X
AC	Separation for homosexual tendencies (discharge for unsuitability pursuant to recommendation of a board of officers convened under the provisions of AR 635-212).	X	X
AD	Rescinded.		
AE	Rescinded.		
AF	Permanently retired by reason of physical disability (Title 10, US Code, Section 1201 or 1204). (For combat wounded personnel—see AR 601-210).	X	X
AG	Retired after 20 but less than 30 years active Federal service. (Title 10, U.S.C., Section 3914.)	X	X
AH	Retired after 30 years active Federal service (Title 10, U.S.C., Section 3917).	X	X
AI	Retired in lieu of discharge under AR 625-212 (homosexuality) (10, U.S.C., 3914).	X	X
AJ	Persons whose DD Forms 214 will be coded RE-4 upon separation.	X	X

Section II. REENLISTMENT PERIODS AND GRADES

2-5. **Authorized reenlistment periods.** Immediate reenlistments in the Regular Army are authorized for periods of 3, 4, 5, and 6 years. The reenlistment period selected is at the option of the applicant except as otherwise prescribed in table 2-5.

★Table 2-5. Authorized Reenlistment Periods

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized reenlistment period</i>
A	Men and women authorized to immediately reenlist for an option or special program requiring a minimum reenlistment period.	As specified by option or program directive.
B	Persons, except Medal of Honor winners, who are granted waivers for immediate reenlistment.	3 years. Waiver of this authorized reenlistment period may be considered by the Office of Personnel Operations.
C	Rescinded.	
D	Rescinded.	

Table 2-5. Authorized Reenlistment Periods—Continued

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized reenlistment period</i>
E	Rescinded.	
F	Persons appointed to pay grades E-7, E-8, and E-9, to whom the restrictions of line B, above apply will satisfy the minimum service-in-grade requirements for appointment to these grades.	If current term of service cannot be extended under the provisions of chapter 4 to meet this service-in-grade requirement, applicant may be reenlisted for the minimum authorized period which, when combined with extension, if applicable, will expire on or as soon as possible after service requirement has been met. Authority to waive restrictions for these persons may be delegated to appointment authority.
G	Persons immediately reenlisting following separation from current active service as an Army commissioned or warrant officer.	3 years. Longer period, up to 6 years, is authorized if retention ineligibility point outlined in table 2-1.1 will not be exceeded before termination of contracted service.

2-6. Reenlistment grades—general information. Unless otherwise prescribed by this regulation or by special directive, the grade, title, date of rank, and NCO/Specialist status for enlisted members upon immediate reenlistment in the Regular Army will be the same as that held on date of separation.

Table 2-6. Rescinded

2-7. Reenlistment grades for special categories. Former enlisted members of the Regular Army separated honorably from current service on active duty as Army commissioned or warrant officers and immediately reenlisting in the Regular Army will be reenlisted in the grade held immediately before commissioned or warrant status unless consideration for a higher grade is requested in accordance with line B, table 2-7.

2-8. Temporary grades for immediate enlistment. Rescinded.

2-9. Permanent grades. Rescinded

★2-10. Categories for which grade determinations must be requested. The office of Personnel Operations will determine the grades to be authorized categories of persons listed in table 2-7 upon immediate reenlistment in the Regular Army. Requests for grade determinations together with any required requests for waiver will be submitted sufficiently in advance of separation date to permit continuous service. For processing requests for grade determinations, see paragraph 5-7.

**★Table 2-7. Categories for Which Grade Determinations
Must Be Required**

<i>Line</i>	<i>Identity—applicant is—</i>
A	Currently serving as an Army commissioned or warrant officer without prior Regular Army enlisted service.
B	Currently serving as an Army commissioned or warrant officer for whom consideration of a higher grade than that to which entitled by prior Regular Army enlisted service is considered warranted and is requested.

CHAPTER 3

WAIVERS

Section I. GENERAL INFORMATION

★3-1. **General.** This chapter prescribes the procedures by which requests for waivers will be initiated and processed to meet the basic qualifications for reenlistment or extension. Procedures to be followed in obtaining approval for the reenlistment of special category applicants such as former officers are contained in chapter 5.

★3-2. **Submission of requests.** Requests will be submitted through command channels in sufficient time to allow for normal administrative processing and mail transmissions; however, in no event will they be submitted earlier than 9 months nor later than 3 months prior to proposed date of reenlistment or extension. This requirement is particularly important for requests pertaining to personnel approaching ETS who desire unbroken service.

a. All requests for waivers and circumstances requiring approval by the Office of Personnel Operations set forth in this chapter will be forwarded to the Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

b. Field commanders authorized to grant waivers under the provisions of this chapter are encouraged to communicate with the Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132, in doubtful cases to seek advice or screening of records pertaining to periods of prior service.

3-3. **Validity period.** Unless otherwise stated in the waiver instrument, waivers granted under the provisions of this chapter are valid only for the purpose of providing continuous unbroken service for in-service personnel.

3-4. **Administrative instructions.** a. *Requests for waivers.* The use of electrical communications for the purpose of requesting waivers is discouraged. Requests for waivers will be submitted on DA Form 3072 (Request for Waiver of Disqualifications for Enlistment/Reenlistment in the Regular Army for In-Service Personnel) and will include a copy of the DA Form 3340 prepared in accordance with paragraph 5-2.

b. *Disposition of approved waivers.*

(1) When reenlistment has been accomplished, a notation of the waiver granted will be made in Items 34 and 56 on all copies of the DD

Form 4. The waiver instrument, together with any report of investigation and documentary evidence on which the waiver was predicated, will be attached to the original copy of the enlistment contract.

(2) When extension has been accomplished, the waiver instrument together with any report of investigation and documentary evidence on which the waiver was predicated will be attached to the original Oath of Extension of Enlistment (DA Form 1695). A duplicate copy of the waiver instrument will be attached to the duplicate copy of the DA Form 1695.

Section II. WAIVER APPROVAL AUTHORITIES— BASIC ELIGIBILITY CRITERIA

3-5. Substantiation of requests for waiver. *a.* Unless otherwise prescribed in this chapter, requests for waivers will be submitted only for meritorious cases. All request for waiver will be fully substantiated with appropriate documentary evidence. Documentation specified in the following table is the minimum required. Such additional documentation as may be considered relevant and of value in reaching a sound decision on the request may also be included.

b. The authority to determine whether a case is meritorious rests at all levels of command. Any case not considered meritorious and warranting a recommendation for approval will be disapproved by the considering authority without further processing.

★Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria

<i>Line</i>	<i>Comment</i>
1	<p>Overage.</p> <p><i>a.</i> Waivers of overage may be granted by the Chief of Personnel Operations to otherwise qualified personnel as follows:</p> <p>(1) Those Regular Army personnel who cannot acquire the necessary minimum active Federal service to qualify for retirement by age 60 when it is determined that there is an implied or actual moral obligation based on long active Federal Service.</p> <p>(2) Regular Army members age 55 or over, or who will attain age 55 before termination of new period of contracted service by re enlistment or extension, who are eligible for retirement and who meet the requirements specified below may be recommended to OPO for waivers by commanders:</p> <p>(<i>a.</i>) Individual has been awarded the Medal of Honor, Distinguished Service Cross, Navy Cross, or Silver Star Medal.</p> <p>(<i>b.</i>) Individuals who through a number of years of assignment in the current unit or activity adds considerably to its morale and prestige.</p> <p>(<i>c.</i>) Individual whose performance has been outstanding when compared with others of equal grade and ability and who possess a critical Military Occupational Specialty (a critical MOS is one which requires extensive training and has a low reenlistment rate).</p> <p><i>b.</i> Waivers of <i>a.</i>(2) above granted by Chief of Personnel Operations will not authorize retention of the individual beyond the last day of the month in which he attains age 60.</p>

**Table 3-1. Waiver Approval Authorities—Basic Eligibility
Criteria—Continued**

<i>Line</i>	<i>Comment</i>
	c. Requests for waivers, with reasons therefore, should be made sufficiently in advance of separation to permit continuous service.
2	Educational Requirements.
	a. Requests for waiver of educational requirements may be forwarded to Office of Personnel Operations in accordance with paragraph 3-2 providing individuals are currently enrolled in a course or program which, during next term of service, will result in attainment of requirement.
	b. Waiver of educational requirements may be granted by immediate unit commander for persons who have completed 18 years but less than 20 years of active Federal service to permit extension, or reenlistment if necessary, to attain retirement eligibility.
3	Medical Requirements.
	a. Partially disabled personnel will be processed in accordance with chapter 10, AR 635-40.
	b. The Chief of Personnel Operations may grant waivers to persons who do not meet prescribed standards of medical fitness.
4	Lost Time.
	Requests for waiver of lost time may be approved by commanders as follows:
	(1) General courts-martial authority: 1-30 days time lost.
	(2) Chief of Personnel Operations: More than 30 days time lost.
	(3) Chief of Personnel Operations: More than 30 days AWOL. (Requests for waivers should be submitted only when such absence occurred early in term and was followed by clearly satisfactory service.)
5	Grade Requirements.
	a. Waiver of grade criteria may be granted by immediate unit commander for persons who have completed 18 years but less than 20 years of active Federal service to permit extension, or reenlistment if necessary, to attain retirement eligibility.
	b. Commanders may submit request for waiver of grade requirement to Chief of Personnel Operations when, in the commander's judgment, circumstances warrant such consideration.
	c. Commanders listed in paragraph 1-6q are authorized to grant waivers for persons who meet the following criteria (this authority may be delegated to the next lower major subordinate commanders):
	(1) Records and commanders recommendations clearly indicate outstanding performance of duty.
	(2) Are otherwise eligible for reenlistment without waiver.
	(3) Posses a current PMOS Evaluation Score of 110 or higher.
	(4) Reenlistment or extension will not place ETS beyond the retention ineligibility for the next higher grade.
6	MOS Evaluation Score.
	a. Waiver of MOS Evaluation Score criteria may be granted by immediate unit commander for persons who have completed 18 years but less than 20 years of

Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria—Continued

<i>Line</i>	<i>Comment</i>
	active Federal service to permit extension, or reenlistment if necessary, to attain retirement eligibility.
	b. Commanders exercising general courts-martial jurisdiction may approve requests for waiver of individuals with PMOS evaluation scores between 41 and 69 if a history of qualifying EES and other quality factors clearly warrant such action. Waivers may also be approved for conspicuously deserving individuals without previous PMOS EES.
	c. In rare and unusual cases, commanders exercising general courts-martial jurisdiction may forward, with recommendations, requests for waivers of individuals with EES of 40 to Chief of Personnel Operations in accordance with paragraph 3-2. These requests must be completely documented.
7	Drug Abuse or Alcoholism. Requests for waiver for the purpose of extending current enlistments or for immediate reenlistment may be approved by commanders as follows:
	a. <i>Unit Commanders.</i> Personnel undergoing rehabilitation may be extended for up to 90 days to continue to receive treatment.
	b. <i>Unit Commanders.</i> Personnel who have completed treatment for rehabilitation and less than one year has elapsed since treatment was completed may be extended for a period which will provide continued service of one year since treatment was completed.
	c. <i>General courts-martial authority.</i> Personnel who have been rehabilitated and 1 year or longer has elapsed since treatment was completed may be reenlisted if otherwise qualified and recommended waiver is approved. The determination that an individual has been rehabilitated will be made by the chief of the post rehabilitation team in conjunction with the individual's unit commander. Should there be no chief of a post rehabilitation team available, the determination may be made by the department of psychiatry or mental hygiene consultation service.
	★3-6. Other waiver requests. When no specific procedure for a waiver of a particular disqualification has been prescribed in this regulation, and a waiver for immediate reenlistment is not prohibited (tables 2-3 and 2-4), personnel who are otherwise qualified for reenlistment may be recommended by the unit commander through channels under the provisions of this paragraph.
	a. Requests for waiver under the provisions of this paragraph will be submitted to the Office of Personnel Operations in accordance with paragraph 3-2.
	b. All requests must be fully justified.
	★3-7 Civil offenses. A civil offense, in itself, does not require a waiver in that there are other disqualification provisions in this regulation or retention consideration under other regulations which are applicable. However, commanders having custody of individuals' records will carefully review the records of persons convicted of civil offenses to insure consideration under appropriate regulations for retention and/or reenlistment had been given.

★3-8. Special category. Waiver authority will not disapprove requests for waivers of disqualifications for the following persons who have less than 20 years of active Federal service. Recommended disapprovals will be referred to HQDA for final determination.

a. Recipients of: Medal of Honor, Distinguished Service Cross, Navy Cross or Silver Star Medal.

b. Persons who have completed 18 years but less than 20 years and are requesting extensions of enlistments by an amount sufficient to complete 20 years active Federal service.

c. Partially disabled combat-wounded veterans.

d. PW returnees.

e. Persons requesting an extension whose dependent is experiencing an episode of illness requiring hospitalization or whose wife is pregnant.

CHAPTER 4
ACTIONS AUTHORIZED TO MEET LENGTH OF SERVICE
REQUIREMENTS

Section I. REGULAR ARMY PERSONNEL

4-1. General. a. Enlisted members of the Regular Army who have insufficient service remaining on current enlistment to satisfy service requirements will be afforded the opportunity or required, as appropriate, to take authorized actions indicated below to provide for continued service. Persons who are selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training will not be authorized discharge and immediate reenlistment if they have the required amount of service remaining or can meet the time remaining requirements by an extension of their current enlistment. If time remaining requirements for these persons cannot be met by extension, a reenlistment period of 3 years is authorized. Regular Army personnel who are reenlistment qualified, including those granted waivers, may take one or more of the following actions as authorized by this section, to provide for continued service:

(1) Elect a discharge for the convenience of the Government for the purpose of immediate reenlistment as provided for in chapter 5, AR 635-200.

(2) Extend current enlistment.

b. Individuals with more than 6 years service for pay completed are required to take appropriate action to meet service remaining requirements.

4-2. Parental consent. Parental consent is required for a reenlistment or extension accomplished for men who are under 19 years of age and women who are under 21 years of age at the time. Such consent will be obtained in accordance with chapter 5.

4-3. Extensions of enlistment. ★a. Extensions of enlistment for Regular Army personnel are authorized only for:

(1) Purposes specified in this regulation.

(2) Purposes specified in chapter 12, Retirement for Length of Service, AR 635-200.

(3) Purposes specified in chapter 4, Qualitative Management, AR 600-200.

(4) Purposes of determining or attaining eligibility for reenlistment under educational and MOS evaluation score criteria. Individuals may be extended beyond their ETS.

(5) Purposes determined by commander having custody of the individual's personnel records to be in the best interests of the Army. These extensions may not exceed a total of 12 months and may include but are not limited to such purposes as:

(a) Awaiting acceptance for special assignment or participation in a program which will have a service time remaining requirement.

(b) When an individual's dependent is experiencing an episode of illness requiring hospitalization or whose wife is pregnant and confinement will occur subsequent to the member's term of service.

(6) Reaching maximum age criteria.

★**b.** Members who are permitted to extend their term of service must be fully qualified under the provisions of section I, chapter 2 except when extensions are for purposes specified in a(3), (4) and (6) above.

c. Requests for extension will not be accepted from persons who are transfer processing for separation.

d. Periods of extensions will not be greater than the authorized reenlistment periods prescribed in table 2-5.

e. Normally, only one extension will be authorized. However, the appropriate major commander may authorize a subsequent extension when he deems such action justified, unless OPO must act upon a waiver request before an individual is fully qualified. Subsequent extensions will not be granted for the purpose of changing a retirement date, i.e., after an individual submits an application for retirement. If subsequent extensions are granted, the combined total of these extensions and all previous extensions of the current enlistment may not exceed 48 months.

f. Provided the period of extension has not commenced, the commander having custody of

the individual's personnel records may approve a request for cancellation of extension for the purpose of immediate reenlistment, if otherwise eligible, or for the purpose of requesting a longer period of extension. Requests for cancellation for any other purpose will be forwarded to the Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63182. Request will include complete facts and circumstances and justification for cancellation together with a copy of individual's DA Form 20. When approved, the original of the request for cancellation will be forwarded to US Army Personnel Service Support Center, Fort Benjamin Harrison, IN 64249, and the duplicate will be filed as semipermanent material in the "Field file section" of the individual's DA Form 201. Concurrently with

Table 4-1. Extension of Enlistment Criteria (see Chapter 5 for Processing Instructions)

	A	B	C	D
R U L E	If a member requests an extension and the purpose is	then limit extension to minimum time needed to achieve its purpose	except extension will not exceed	and action will be taken
1	to meet service remaining requirements for service school training or special assignment of choice	X	48 months	prior to compliance with orders directing movement or enrollment
2	volunteering for an overseas assignment or to complete a normal overseas tour	X	48 months	prior to compliance with orders directing movement
3	to meet service remaining requirement or to complete a normal overseas special assignment for which selected	X	48 months	prior to compliance with orders directing movement
4	selected for overseas assignment with insufficient service remaining to complete the prescribed overseas tour including members of units which are making a unit movement overseas.	X	48 months	prior to compliance with orders directing movement
5	ordered overseas and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to compliance with orders directing movement
6	serving in an overseas area and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to being granted approval for non-concurrent travel of dependents

the approval of a cancellation of an extension of enlistment, action will be taken to correct and/or cancel as appropriate, any record, reports, personnel action, etc., affected by the extension.

g. When the period of extension has commenced and provided the individual is otherwise eligible, the commander may approve a request for separation for the purpose of immediate reenlistment when such reenlistment will not counteract the original purpose of the extension.

★4-4. Statement of intent to reenlist. Rescinded.

★4-5. Processing of persons who refuse to take action to meet length of service requirements.

a. Individuals who refuse to take action to meet length of service requirements will be counseled on the effects of their refusal. A statement to the effect that the individual has been counseled and refuses to comply with published instructions will be prepared. This statement will include the date, time, and place of counseling, and the name of the counseling officer. The original statement will be forwarded to Commanding Officer, US Army Personnel Services Support Center, Fort Benjamin Harrison, IN 46249 to be filed permanently in the OMPF, and a copy will be filed in the individual's MPRJ and destroyed at time of separation from the service. An additional copy of the statement will be prepared and forwarded to the Chief of Personnel Operations, ATTN:

EPADS, Washington, DC 20310, for persons serving in pay grades E-7, E-8, and E-9 as well as personnel of all grades with intelligence, special category, enlisted AIDE, and NCO Logistic MOS or special qualification identifiers as indicated in figure 3-2, AR 600-200.

b. These individuals are ineligible to reenlist in grade and for a period of 93 days after discharge. The individual's separation documents will be coded RE-2A.

c. Requests for withdrawal of counseling statement by persons serving in CONUS will be fully justified, and submitted to Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132 for approval/disapproval. Personnel serving overseas will forward requests for withdrawal of counseling statements, fully justified, to the major oversea commander for approval/disapproval. Such request will be submitted prior to 90 days (120 days for E-7, E-8, and E-9) before rotation date. Disposition of approval of withdrawal of counseling statement will be the same as the counseling statement (*a* above).

4-6. Statement of intent to reenlist. Rescinded.

4-7. Persons with 4 or less years of service for pay completed. Rescinded.

4-8. Persons with over 4 years service for pay completed. Rescinded.

4-9. Entitlements. Rescinded.

Section II. ARMY OF THE UNITED STATES AND RESERVE COMPONENTS PERSONNEL

★4-10. General. Members of the Army National Guard of the United States (ARNGUS) and the Army Reserve (USAR), currently serving in the Active Army who do not desire separation under the provisions of AR 635-200, for the purpose of immediate reenlistment, may voluntarily remain on duty beyond expiration of current active duty tour for monthly periods up to a maximum of 12 months. Members of the Army of the United States without compo-

nent (inductees) may be released from active duty by reason of expiration term of service and may be voluntarily ordered to active duty as reservists.

a. Extensions of periods of active duty may be authorized for the following reasons:

(1) When determined to be in the best interest of the service.

(2) To meet the minimum service remaining requirement for individuals volunteering and selected for—

(a) Specific programs.

(b) Assignment to specific organizations, or

(c) Attendance at Army service schools.

b. Commanders having custody of personnel records are delegated authority to—

(1) Approve requests for extensions of active duty under the provisions of this section, unless a waiver must be granted by a higher authority than the one authorized to grant extensions. In these cases, the approving authority for the waiver must also approve the extension.

(2) Approve requests for cancellation of extensions, provided the period of extension has not commenced.

★c. As an exception to the 12-month maximum period of extension, members of the Army National Guard of the United States and the Army Reserve currently serving on active duty who have applied and been selected for OCS may extend their period of active duty in monthly increments up to the number of months required to meet the service obligation set forth in AR 351-5.

4-11. **Eligibility.** The following categories of personnel may not voluntarily extend their periods of active duty:

a. Individuals who do not meet the criteria for reenlistment in the Regular Army, Waivers may be granted by Commanding Officer, US

Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132 to otherwise qualified applicants who do not meet the citizenship requirements for Regular Army reenlistment.

b. Individuals en route to or at transfer activities for the purpose of release from active duty or discharge.

c. Individuals undergoing investigation under AR 604-10. Such individuals will not have their period of active duty extended, be reenlisted, or ordered to active duty as reservists under this regulation without specific approval of the Secretary of the Army.

4-12. **Submission of requests or additional active duty.** Each request for extension of active duty will be submitted sufficiently in advance to accomplish necessary administrative actions prior to commencement of permanent change of station or relief from active duty processing. In the event a security clearance is a prerequisite for the training or assignment for which extension of active duty is requested, at least an interim clearance for access to the category of classified defense information will be granted prior to approval of the extension.

4-13. **Applications.** Individuals will submit a DA Form 2496 requesting additional active duty and attach thereto the statement indicated in figure 4-1. If the training or duty for which applying is covered by one of the reenlistment options authorized in chapter 6, an appropriately modified Part VI—Statements for Enlistment, will be attached to the DA Form 3339-R (fig. 4-1). DA Form 3339-R (Request for Ex-

tension of Current Period of Active Duty) (image size 7 x 94/6 inches) will be reproduced locally on 8- by 10 1/2-inch paper. Paragraph 1 of the Statements for Enlistment (Part VI) will be amended to read: "In connection with my request for additional active duty." Inapplicable items or comments will be lined out and initialed by the applicant.

a. Applications will be submitted through intermediate commanders to the commander authorized to approve the extension.

b. When an application is approved the applicant will be notified in writing of such approval and a copy of the request and its approval will be made a part of the individual's personnel records.

4-14. Information pertaining to Army of the United States (AUS) personnel. Individuals inducted into the Army and desiring to continue on active duty may volunteer for immediate entry on active duty as Army reservists, to be effective the date following completion of induction period. Applications may be submitted by eligible personnel at any time during the period of induction.

a. The application required by paragraph 4-13 will include, for inductee personnel, the following statement:

In the event this request is approved, I understand that I may not thereafter retract my consent for additional active duty as a reservist if my period of extension has commenced.

b. If an individual's application for additional active duty is approved, the following actions will be taken:

(1) Orders effecting his release from active duty will:

(a) Transfer inductee to the Army Reserve.

(b) Order reservist to active duty as a reservist without change of station or unit of assignment.

(c) Cite this regulation and Title 10, United States Code, Section 672(d), as authority.

(2) The individual's personnel records jacket and its contents will be continued in use.

(3) Notation will be made in the Remarks section of DA Form 20 (Enlisted Qualification Record): "Transferred to USAR (date). Vol

for AD for ----- months as Res eff -----."

4-15. Information pertaining to Army Reserve personnel. a. If the request for additional active duty is approved for an Army reservist who has sufficient time remaining in his current Reserve enlistment to cover the additional active duty tour desired, the following actions will be taken:

(1) Appropriate orders will be issued substantially as follows:

Under provisions of section 672(d), Title 10, United States Code, (name and service number of member) has been voluntarily retained on active duty for ----- months. Authority: AR 601-280.

(2) Notation will be made in the Remarks section of DA Form 20: "Vol retained on AD ----- months, eff -----, SO No. -----."

b. If the request for additional active duty is from an Army reservist who does not have sufficient time remaining in his current Reserve enlistment to cover the additional active duty tour desired, he must request concurrently an extension of his enlistment in the reserves. Such a request for extension of his reserve enlistment will be submitted under the provisions of AR 140-111, together with his application for extension of active duty. If his requests are approved, the following actions will be taken:

(1) The individual will be required to sign Oath of Extension of Enlistment (DA Form 1695) appropriately modified.

(2) Appropriate orders, as prescribed in a(1) above, will be issued to include the phrase: "Having volunteered to extend his enlistment for ----- months."

(3) The following entries will be made in DA Form 20:

(a) Item 11: Show extension of enlistment.

(b) Under Remarks enter: "Enl vol ext ----- months. Vol retained on active duty for ----- months, eff -----."

4-16. Information pertaining to Army National Guard of the United States personnel. If a request for additional active duty is approved for an ARNGUS member who has sufficient time remaining in his current enlistment to cover the additional active duty tour requested, actions as outlined in paragraph 4-15a will be

taken. If he does not have sufficient time remaining in his current enlistment, instructions indicated below apply:

a. Limitations. An individual may be reenlisted in the Army National Guard of the appropriate State under the authority contained in this section only in conjunction with his extension of active duty.

b. Discharge for purpose of reenlistment. Concurrent discharge from the State Army National Guard and as a Reserve enlisted member of the Army will be accomplished at the expiration of term of enlistment, or prior thereto, for the convenience of the Government for the purpose of immediate reenlistment and extension of active duty tour.

c. Reenlistment. The military authorities of the several States have granted Department of the Army authority to reenlist applicants in their State Guard (ARNG) under this regulation. Reenlistments under this authority will be:

(1) In the Army National Guard of the State from which ordered to active duty and as a Reserve of the Army.

(2) For a period of 3 years.

(3) In the grade the individual held in the Active Army at time of discharge. Such grades will be designated as the permanent Army National Guard grade on appropriate records.

d. DD Form 4 (Enlistment Contract—Armed Forces of the United States). The DD Form 4 will be prepared in accordance with instruc-

tions contained in chapter 7, modified as follows:

(1) In the upper left corner, the words "IMMEDIATE REENLISTMENT" will be typewritten.

(2) In Item 12, the authority for enlistment will be shown as AR 601-280.

(3) In Item 56, Remarks, enter "Reenlisted to continue on active duty for ----- months."

(4) Item 58 (Oath of Enlistment For Service in National Guard or Air National Guard) will be completed and subscribed to.

e. Orders. When an ARNGUS member reenlists, orders will—

(1) Direct his relief from active duty and discharge from the service;

(2) Reorder him to active duty under provisions of section 672(d), Title 10, United States Code, citing this regulation as authority, and

(3) Reassign the individual to present organization and station.

f. Disposition of records.

(1) A copy of orders will be furnished to the appropriate State adjutant general. When reenlistment is involved, two copies of the DD Form 4, with orders attached thereto, will be furnished the appropriate State adjutant general.

(2) The original copy of the DD Form 4 will be forwarded to Commanding Officer, U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, Ind. 46249.

CHAPTER 5

PROCESSING OF APPLICANTS

Section I. GENERAL INFORMATION

5-1. **Purpose.** The primary purpose of applicant processing is to insure that all persons accepted for Regular Army reenlistment possess the required qualifications. Its secondary purpose is to insure the accurate preparation of records and reports which document the applicant's military status and which therefore may be a matter of major importance during the individual's military service, upon his return to civilian life, and even after his death. Information pertaining to the preparation and disposition of appropriate enlistment forms and records is covered in chapter 7. Other appropriate directives prescribe detailed instructions concerning other personnel records.

5-2. **Application.** A member currently serving in the Active Army who desires to reenlist in the Regular Army or to extend a current Regular Army enlistment will submit to his immediate commander, a Request for Regular Army Reenlistment or Extension (DA Form 3340). The unit commander will make an appropriate determination as outlined in chapter 1 concerning the individual's desirability for Regular Army service. When the unit commander approves of the request submitted, appropriate processing outlined in this chapter will be accomplished.

Section II. DETERMINATION OF QUALIFICATIONS

5-3. **General.** Most items of relevant data pertaining to an individual's eligibility for Regular Army service are a matter of record and can be verified from official personnel records. Particular attention, however, will be given to the matters covered in this section.

5-4. **Parental consent.** The consent of the parent(s) or legal guardian(s) of all men under 18 years of age and all women under 21 years of age at the time of reenlistment or extension of enlistment is required. Consent is required for minor women regardless of their marital status. The oath of enlistment, or the oath of extension of enlistment will not be administered until the required consent has been obtained. The DD Form 373 (Consent, Declaration of Parent or Legal Guardian) or the consent form DA Form 2492-R (Consent of Parent(s)

or Legal Guardian(s) for Extension of Enlistment of a Minor) (fig. 5-1), as appropriate will be used to obtain consent required. The DA Form 2492-R, will be reproduced locally on 8-by 7-inch paper.

a. The DD Form 373 or DA Form 2492-R, as appropriate, will be dispatched to the parent(s) or guardian(s) who consented to the individual's entry into military service originally, as indicated on the DD Form 373.

b. Where such action is not possible for reasons such as death, etc., the form may be dispatched to the surviving parent or present guardian, and the wording of the form modified to fit the circumstances.

c. It will be completed in duplicate and when returned by parent(s) or legal guardian(s) will be attached to the original and duplicate of the oath of enlistment or extension.

5-5. Mental qualifications. Male and female applicants for Regular Army reenlistment who do not meet the mental prerequisites established in chapter 2 and who do not qualify for exception to those standards may be (re)tested with the Army Classification Battery (ACB) under the provisions of AR 600-200 for the purpose of establishing eligibility for Regular Army reenlistment. Combat A and Combat B aptitude area scores will not be computed for women.

5-6. Medical qualifications. A medical examination is not required for persons currently serving in the Active Army who are discharged under the provisions of chapter 5, AR 635-200 (Convenience of the Government) for the purpose of immediate reenlistment.

5-7. Application for grade determination. A request for grade determination will be submitted for applicants indicated in chapter 2. Requests will be submitted on DA Form 1696-R (Enlistment Qualifying Application (Specially Recruited Personnel) (fig. 5-2)) which will be locally reproduced on 8- by 10½-inch paper. The title will appear on all locally reproduced forms. Supporting documents as appropriate will be attached to the form. Applicants from commissioned and warrant officers will be forwarded through the major commander to Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

a. Those commissioned and warrant officers currently on active duty who intend to reenlist the day following termination of their current active duty service will submit application for grade determination as soon as possible after receipt of DA notification and at least 45 days prior to release from active duty.

(1) The MOS and pay grade(s) in which the commissioned or warrant officer desires to be evaluated will be entered in the remarks sec-

tion of DA Form 1696-R and an MOS evaluation will be completed as required by chapter 5, AR 600-200.

★(2) Commissioned and warrant officers with prior Regular Army enlisted service normally will be eligible to apply for reenlistment in their prior enlisted pay grade or in pay grade E-5, whichever is higher. Commissioned and warrant officers without prior Regular Army enlisted service may apply for enlistment in pay grade E-5; however, individual qualifications will determine the grade to be awarded.

(3) In exceptional cases, reenlistment at a higher grade than previously specified may be authorized by the Department of the Army when the individual possesses significant qualifications required in an enlisted MOS, and when the individual is recommended for such higher grade by the major commander. However, reenlistment in pay grade E-8 or E-9 may be recommended only when the individual previously held such grade.

(4) Unit personnel officers will record the MOS evaluation tests (4-character), date tested, and evaluation score(s) attained, as shown on the evaluation data card received from the USAEEC, in item 14 of the application prior to forwarding through channels for comment of the commanders.

b. Major commanders will evaluate the individual's qualifications and indicate a recommended grade and MOS. The MOS must be one in which the individual attained an evaluation score of 70 or higher, or an MOS in which the individual could not be evaluated due to non-availability of a test or to lack of sufficient time to permit testing between notice of release from active duty and scheduled date of release.

c. In making recommendations, the commander will give consideration to the commissioned or warrant officer grade attained, positions held, previous enlisted grades held, training, and potential value to the Army.

★Section III. ADMINISTRATION OF OATH OF ENLISTMENT AND RELATED MATTERS

5-8. Orientation prior to administration of oath. Prior to administering the oath of enlist-

ment or extension, the enlisting officer will thoroughly explain the provisions of Article 88,

the Uniform Code of Military Justice to the applicant. Its significance with respect to the applicant's answers to questions recorded on enlistment forms will be revealed to the applicant, emphasizing that all statements made by the applicant thereon must be correct.

a. The applicant will be informed that anything against the record which may be a bar to enlistment should be disclosed before the oath is administered.

b. The applicant will also be warned that his fingerprints are on file with the Federal Bureau of Investigation and that should he conceal a criminal record, such record will be discovered later and he will be subject to trial by court-martial for fraudulent enlistment, or in lieu of trial, he may be given an undesirable discharge.

5-9. Administration of oath of enlistment. The oath of enlistment or extension will be administered by a commissioned officer. Suitable arrangements will be made to insure that the oath is administered in a dignified manner and in appropriate surroundings. The ceremony should be personalized and made meaningful to the individual reenlisting. The flag of the United States will be displayed prominently near the individual administering the oath. The

words "So help me God" may be omitted for those persons who desire to affirm rather than to swear to the oath. Subsequent to enlistment, the substances of Articles 85 and 86, the Uniform Code of Military Justice, will be explained to the individual.

5-10. Date of reenlistment antedating reenlistments. Except as indicated below, the date of reenlistment is the date upon which the oath of enlistment is administered, and it must be shown on the enlistment record above the signature of the officer who administers the oath.

a. No reenlistment will be antedated without prior approval of The Adjutant General. When reenlistment in the Regular Army of an individual is delayed through no fault of his own, but for the convenience of the Government, and it appears that he has a well-founded claim to have a prior date recorded as the date of reenlistment, a full report of all the facts, with recommendations will be made to the Commanding Officer, US Army Personnel Services Support Center, ATTN: AGPE-R, Fort Benjamin Harrison, IN 46249.

b. Under no circumstances will a reenlistment be postdated.

CONSENT OF PARENT(S) OR LEGAL GUARDIAN(S) FOR AMENIMENT AND/OR EXTENSION OF ENLISTMENT OF A MINOR (AR 601-280)		
NAME (Last - First - Middle)	SERVICE NUMBER	DATE
<p style="text-align: center;"> I/we having previously consented to the enlistment of the above named applicant in the Regular Army for a period of _____ years which commenced on* _____ do hereby further consent to an amendment/extension of this enlistment for a period of _____ years/months for which he/she has made voluntary application. </p> <p style="text-align: center;"> I/we certify that the above applicant has no other legal guardian but me/us. </p>		
*Date of Enlistment		
SIGNATURE OF WITNESS	SIGNATURE OF PARENT OR LEGAL GUARDIAN	
	SIGNATURE OF OTHER PARENT (If required)	

DA Form 2492-R, 1 Nov 62

Previous edition is obsolete.

Figure 5-1.

ENLISTMENT QUALIFYING APPLICATION (SPECIALLY RECRUITED PERSONNEL) (AR 601-210 & AR 601-280)				
1. LAST NAME-FIRST NAME-MIDDLE INITIAL		2. FORMER SERVICE NUMBERS		
3. DATE OF BIRTH	4. PHYSICAL PROFILE	5. AFQT TEST AND SCORES		
6. PRIOR ACTIVE FEDERAL SERVICE				
Component or Service	From	To	MOS Code	Grade
TOTAL ACTIVE FEDERAL SERVICE		Years	Months	Days
7. DESCRIPTION OF MAJOR DUTY ASSIGNMENTS ON ACTIVE DUTY				
8. SERVICE SCHOOL COURSES COMPLETED				
Course	MOS Code	School and Location	Length of Course	Year Attended
9. INACTIVE FEDERAL SERVICE				
Component or Service	From	To	MOS Code	Grade
TOTAL INACTIVE FEDERAL SERVICE		Years	Months	Days

DA Form 1696-R, 1 Jul 64

Previous edition of this form is obsolete.

Figure 5-2.

10. CIVILIAN EDUCATION				
Level	Name and Location of School	Major or Specialty	Degree	Year
High School				
College				
University				
Post Graduate				
Other Education and Description of Training which Qualifies for Enlistment Specified.				
11. CIVILIAN EMPLOYMENT SINCE DATE OF LAST SEPARATION FROM THE ARMED FORCES (If additional space is required used blank sheet of paper)				
From (Date)	To (Date)	Employer and Address		
Description of Duties and Responsibilities				
From (Date)	To (Date)	Employer and Address		
Description of Duties and Responsibilities				
12. LIST OF SUPPORTING DOCUMENTS ATTACHED				
13. STATEMENT OF APPLICANT				
I, _____, do hereby acknowledge that I have examined in detail the data and information presented herein and that the same are true, complete and correct to the best of my knowledge and belief.				
Signature _____ (First Name - Middle Name - Last Name)				
14. RECOMMENDATIONS OF RECRUITING OFFICER TO INCLUDE MOS AND GRADE				
Typed Name, Grade and Organization of Recruiting Officer			Signature	

Figure 5-2 —Continued.

CHAPTER 6

REENLISTMENT OPTIONS

Section I. GENERAL

6-1. General. Reenlistment options are designed to merge valid Army requirements with the personal desires of individuals. In order that these two purposes may be best served it is necessary to insure that—

a. Persons accepted for specific options possess the prescribed prerequisites so that their ability to meet the performance requirements which will be expected of them by the Army can be more readily assured.

b. Persons applying for specific options are thoroughly oriented on the precise nature of the commitment being made so that they may be aware of the extent to which their personal desires can be satisfied by the option selected.

6-2. Qualifications. All applicants must be fully qualified for reenlistment under basic eligibility criteria established elsewhere in this regulation. This chapter prescribes those additional requirements which must be met for the specific option involved.

a. Former members of the Peace Corps who served overseas may not be reenlisted for options which would authorize assignment to USASA, any intelligence duties, or to the country in which they served as Peace Corps volunteers.

b. **Rescinded.**

★*c.* Individuals who have been alerted for oversea service or reassignment within CONUS, either individually or as a unit, are eligible only for present duty assignment option (table 6-3); or oversea reenlistment option for assignment to Vietnam (table 6-6) however, qualified applicants who have 6 or less years of

service for pay completed may be reenlisted for any option for which qualified at expiration term of service (ETS).

d. The selection of an option under this regulation is permitted even if it will result in a second or subsequent permanent change of station during the same fiscal year. See AR 614-6.

e. Individuals with 6 or less years service for pay purposes who were awarded a PMOS which required school training of 20 weeks or more are restricted from reenlisting for further MOS training until they have served in their PMOS for the same period of time required by service remaining requirement in chapter 4, AR 600-200. This restriction does not apply to the following:

(1) If the training acquired in the last school course attended of 20 weeks or more is a prerequisite to further training for which the individual desires to reenlist.

(2) At normal ETS.

★(3) Individuals with PMOS 04B or 04C who have completed a utilization tour.

f. The provisions of *e* above also apply to individuals who—

(1) Have completed 20 or more weeks of training, including OJT phase, in the Skill Development Base Program.

(2) Are undergoing training scheduled for 20 or more weeks duration.

g. Individuals authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment, will be reenlisted for a

period of service which will expire no earlier than their current ETS plus 8 months.

h. Regular Army persons who have completed over 6 years service for pay purposes and are not required to take action to meet length of service requirements and do not reenlist immediately at the last duty station to which assigned prior to ETS will be classified as ineligible to reenlist for a period of 93 days after discharge. The individual's separation documents will be coded RE-1A.

i. Individuals serving on stabilized assignments may reenlist for any available option for which qualified without regard to length of time served in their current assignment.

6-3. Enlistment program at reception stations and during basic combat training. Rescinded.

6-4. Reports. Rescinded.

6-5. Dual options. Rescinded.

6-6. Waiving reenlistment commitments. Individuals reenlisted with a specific commitment who subsequently desire to waive their commitment will be required to accomplish and sign a statement in duplicate substantially as follows:

I voluntarily wave my reenlistment commitment made at the time of my reenlistment. I realize and fully understand that I will be assigned in accordance with the needs of the service.

The original of this statement will be forwarded to US Army Personnel Services Sup-

port Center, Fort Benjamin Harrison, IN 46249, and the duplicate will be attached to the copy of the DD Form 4 in the individual's Personnel Records Jacket. When a reenlistment commitment for an authorized assignment is waived prior to the reporting date, approval of cancellation will be obtained from the office which authorized the assignment.

6-7. Reenlistment option tables. Table 6-1 lists the authorized options and provides basic information and guidance which applies to all the reenlistment options, except where modified. Modifications, when applicable, are reflected in the specific reenlistment option table. The provisions of table 6-1 together with the specific reenlistment option table will be followed when reenlisting an applicant under this chapter.

6-8. Dual option. Qualified applicants reenlisting for Army Career Group Option are authorized to select Airborne Training/Duty as an additional option in conjunction with the ACG Option provided the requirements for each option are met, and provided training in the ACG will qualify applicant for an MOS announced as an airborne vacancy in DA Circular 614-5. Applicants reenlisting for the Dual Option in oversea areas where airborne training is not available will complete OJT and be classified in an announced airborne vacancy MOS prior to reassignment to CONUS for the airborne training. Persons reenlisting for Dual Option will complete DA Form 3286-1.

Section II. BASIC REENLISTMENT OPTION TABLES

Table 6-1. Basic

<i>Line</i>	<i>Item</i>	<i>Comment</i>	<i>Table</i>
★1	NAME OF OPTION -----	Regular Army Reenlistment Option -----	6-2
		Present Duty Assignment Option -----	6-3
		Army Career Group Reenlistment Option ..	6-4
		Army Service School Reenlistment Option..	6-5
		Oversea Area Reenlistment Option -----	6-6
		In-Service CONUS Station or Area Re-	
		enlistment Option -----	6-7
		Airborne Training/Duty Option -----	6-8
		Special Forces Reenlistment Option -----	6-9
		United States Army Security Agency	
		(USASA) Reenlistment Option -----	6-10

Table 6-1. Basic—Continued

Line	Item	Comment	Table
		MOS for Training and Assignment Under the USASA Reenlistment Option -----	6-10A
		Special Intelligence Duties (AGC 97) Reenlistment Option -----	6-11
		Air Defense Command (ARADCOM) Reenlistment Option -----	6-12
		ARADCOM Metropolitan Areas of Choice -----	6-12A
		Bandsman Reenlistment Option .. -----	6-13
		Practical Nurse Reenlistment Option -----	6-14
		In-Service Drill Sergeant Reenlistment Option -----	6-15
		In-Service Reenlistment Option for WAC Training/Sergeant Instructor Duty ---	6-16
		In-Service Reenlistment Option for Recruiting Duty -----	6-17
		Rescinded -----	6-18
		Combat Arms Unit of Choice Reenlistment Option -----	6-19
		USASTRATCOM Reenlistment Option ---	6-20
		Orienteering Reenlistment Option -----	6-21
		Career Counseling Duty Reenlistment Option -----	6-22
		Language School Reenlistment Option ---	6-23

2 DESCRIPTION OF OPTION .. See specific reenlistment option table.

3 AVAILABLE TO QUALIFIED *a. Who:*
APPLICANTS.

- (1) Are reenlisting for periods of 3, 4, 5, or 6 years and,
- (2) Have 6 or less years service for pay purposes or are members of the USAR or NGUS reenlisting in the Regular Army for the first time regardless of the number of years service for pay completed.

b. When:

- (1) At any time during the last 90 days of current enlistment.
- (2) At any time after completion of 9 months active Federal service on current term of service of the following individuals:
 - (a) Regular Army personnel serving on their first enlistment with 6 or less months of prior active duty service, or prior active duty service, all of which was in REP-63 or similar training.
 - (b) Army of the United States personnel inducted into service under Military Selective Service Act of 1967.
 - (c) Personnel of the Army National Guard of the United States and the Army Reserve ordered to active duty without prior RA service.

★4 PREREQUISITES ----- Meet basic eligibility criteria prescribed in chapter 2 without waiver.

6 INFORMATION TO
APPLICANTS.

- Applicants will be informed of the following:
- a. The provisions of lines 1 through 4 of specific Reenlistment Option Table and this table.
 - b. Options are for initial assignment only and no promises can be made that the entire enlistment period or any definite portion thereof will be served in the assignment chosen except when specifically stated in option table.
 - c. Individuals reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the variable reenlistment bonus.
 - d. Individuals who take short discharges subsequent to a reenlistment for which reenlistment bonus (and VRB) was paid are subject for prorated recoupment or nonpayment of bonus (and VRB).

Table 6-1. Basic—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
6	OPTION PROCESSING PROCEDURES.	<p>a. Normal processing procedures prescribed by chapter 5.</p> <p>b. If an applicant should fail to reenlist for an authorized assignment, a report of cancellation will be made to the office which authorized the assignment.</p> <p>c. If a change in the applicant's grade and/or MOS occurs prior to reenlistment for authorized assignment, applicant will be reported for confirmation or change of assignment.</p> <p>d. Reenlistment will be accomplished and all required personnel records prepared or completed prior to the individuals reassignment. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p>
★7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	<p>a. Processing requirements in the oversea command are the same as those within CONUS except as modified in the option table.</p> <p>b. Applicant with 6 or less years service for pay completed reenlisting in a long tour area is eligible for return to CONUS (or reassignment to another oversea area as appropriate) with credit for completed oversea tour:</p> <p>(1) At ETS; or</p> <p>(2) After completion of 1 year service in the oversea command in which serving at time of reenlistment or 12 months after arrival of dependents, whichever is longer.</p>
8	STATEMENTS FOR ENLISTMENT REQUIRED.	<p>a. DA Form 3296, Parts I, II, IV, and VI—all applicants.</p> <p>b. Part V—if appropriate (all female applicants).</p>
9	RECORD ENTRIES AND ORDERS.	<p>Orders and records of applicants found to be qualified for reenlistment for a specific option will contain entries as follows:</p> <p>a. <i>Orders</i>: Reenlistment orders will specify the option for which the applicant is reenlisting.</p> <p>b. <i>DD Form 4 (Enlistment Contract—Armed Forces of the United States)</i>:</p> <p>(1) <i>Item 12</i>: AR 601-280.</p> <p>(2) <i>Item 48</i>: (Enter reenlistment option).</p>

**Section III. Authorized Reenlistment Option Tables
(To be used together with table 6-1)**

Table 6-2. Regular Army Reenlistment Option

1	NAME OF OPTION	Regular Army Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment to training and/or duty in accordance with the needs of the Army.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Who are not eligible to select another available option regardless of grade or amount of service completed.
4	PREREQUISITES	Line 4, table 6-1 not applicable to this option.
5	INFORMATION TO APPLICANTS.	No modification.
6	OPTION PROCESSING PROCEDURES.	When appropriate, request assignment instructions in accordance with AR 614-200.
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	Line 7, table 6-1 not applicable.

Table 6-2. Regular Army Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
8	STATEMENTS FOR EN- LISTMENT REQUIRED.	Part VI for the RA Reenlistment Options is DA Form 3286-3.
9	RECORD ENTRIES AND ORDERS.	No modification.

Table 6-3. Present Duty Assignment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Present Duty Assignment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment after reenlistment will be to present duty assignment or to any vacancy for which qualified provided a change of station is not involved in the assignment, except as provided in paragraph 17, AR 614-6.
3	AVAILABLE TO QUALIFIED APPLICANTS	Who are permanent party personnel regardless of grade or amount of service completed.
4	PREREQUISITES	Comment b, line 4, table 6-1 not applicable to this option.
5	INFORMATION TO APPLICANTS	No modification.
6	OPTION PROCESSING PROCEDURES	No modification.
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND	Comment b, line 7, table 6-1 not applicable to this option.
8	STATEMENT FOR ENLISTMENT REQUIRED	Part VI for the Regular Army Reenlistment Option is DA Form 3286-22.
9	RECORD ENTRIES AND ORDERS	No modification.

Table 6-4. Army Career Group Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Army Career Group Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to training in one of the 3-character MOS embraced by the 2-character Army Career Group for which reenlisted.
3	AVAILABLE TO QUALIFIED APPLICANTS	In pay grade E-4 or below.
4	PREREQUISITES	<p>a. Meet the minimum medical fitness standards required for the Army Career Group selected unless the applicant is eligible under the provisions of AR 611-201 for the Army Career Group selected by reason of the previous award of, and satisfactory performance in, an MOS within the same Army Career Group. Special medical fitness requirements for the initial classification and training of personnel in Army Career Groups are contained in section II, AR 611-201.</p> <p>b. Possess a standard score of 100 or higher in the aptitude area pertinent to the Army Career Group for which applying and standard scores of 90 or higher in at least two additional aptitude areas.</p> <p>c. Meet any additional prerequisites prescribed by AR 611-201 or other directives for the Army Career Group for which applying.</p>
5	INFORMATION TO APPLICANTS	<p>a. Applicant will read the MOS descriptions, with special attention to the duties, physical, mental, and special requirement section, of every MOS embraced by the Army Career Group for which applying.</p> <p>b. Be informed of the MOS within the Army Career Group for which he does not appear to be qualified on the basis of pre-enlistment processing.</p> <p>c. Be informed of all the prerequisites required for the ACG which cannot be determined prior to reenlistment.</p>

Table 6-4. Army Career Group Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		d. Be informed that should he fail to meet any of above prerequisites after reenlistment, he will be reassigned in accordance with the needs of the Army and will not be offered another reenlistment choice.
6	OPTION PROCESSING PROCEDURES	<p>a. Although the applicant receives no single assurance of either school or on-the-job training prior to reenlistment, he must be informed of his eligibility for school or on-the-job training in the MOS of the Army Career Group so far as it can be determined before his reenlistment, and he must be made aware of those applicable prerequisites which must be determined after reenlistment.</p> <p>b. Prior to reenlistment, Career Counselor will insure that proper assignment for OJT or school training can be accomplished.</p> <p>c. OJT must be within the capabilities of the major command; however, it is not authorized if it will result in assignment to a PMOS listed as overstrength in the current DA Cir 611-4.</p> <p>d. If OJT cannot be accomplished within the major command and training is required, the training space must be obtained from OPO, DA ATTN: EPOP-RS prior to reenlistment. Request for training space by telephone is authorized (AUTOVON 22 Ext 57275).</p>
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND	<p>a. Line 7, table 6-1 not applicable to this option.</p> <p>b. Applicant must select an Army Career Group for which the oversea command has training capability and in which a vacancy for assignment exists within the command.</p>
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the Army Career Group Option is DA Form 3285-5.
9	RECORD ENTRIES AND ORDERS	No modifications.

Table 6-5. Army Service School Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Army Service School Reenlistment Option
2	DESCRIPTION OF OPTION	Promises attendance at the specific MOS producing Army service school course of choice. Reenlistment at secondary MOS course is authorized providing entry level training is taught at same installation.
3	AVAILABLE TO QUALIFIED APPLICANTS	<p>a. Reenlisting for 4, 5, or 6 year periods.</p> <p>b. In pay grade E-6 or below.</p>
4	PREREQUISITES	<p>a. Possess a physical profile equal to or higher than (in every factor) the highest physical profile contained in AR 611-201 for the MOS.</p> <p>b. Meet, without exception, the prerequisites prescribed in AR 611-201 and DA Pam 350-10 for attendance at the school course of choice.</p> <p>c. Select a course which: (1) Requires no special processing for application such as OCS, Army Language Training, WO Flight Training, Nuclear Power Plant Operator.</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(2) Is not conducted in U.S. Army Training Centers as Advanced Individual Training.
	d.	In a pay grade that is not higher than that authorized in AR 611-201 for the 3-character MOS in which to be trained (exclusive of prerequisite entry level training).
	e.	If in pay grade E-6 upon reenlistment:
		(1) Possess a PMOS that is listed as surplus in the current DA Cir 611-4, or
		(2) Request a course which provides advanced training for career development in currently held 3-character PMOS, provided that MOS is not included as surplus for pay grade E-7. These applicants may not request training within their current MOS except at a higher skill level than currently held.
	f.	If an NCO applying for a course in which his NCO grade is not authorized, sign a statement prior to reenlistment agreeing to accept specialist status upon successful completion of school course.
	g.	Possess security clearance, if required, prior to arrival at the service school.
	h.	Meet any other special requirements for the school course selected.
5	INFORMATION TO APPLICANTS	
		a. Comments b and c, line 5, table 6-1 not applicable to this option.
		b. Applicant will be—
		(1) Oriented on the school courses in which interested to include an explanation and discussion of course purpose, scope, and prerequisites as outlined in DA Pam 350-10 and a review of the MOS description (AR 611-201) for which the course trains.
		(2) Advised to indicate second and third choice school courses in the event course quotas are not available for first choice.
		(3) Assisted in selecting alternate courses, when appropriate.
		(4) Advised that if relieved from the school course or prerequisite training for academic deficiency, disciplinary reasons, or failure to retain required security clearance, he will be reassigned in accordance with the needs of the Army and be required to complete the term for which he reenlisted.
		(5) Informed that if the school course selected is discontinued before he attends or while he is in attendance, or if he is later medically disqualified for the course selected, he will be provided the opportunity to select another course for which qualified and for which quotas are available.
		(6) Be informed that individuals selecting an option for retraining which, upon successful completion, will result in redesignation of PMOS (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
6	OPTION PROCESSING PROCEDURES	
		a. <i>When</i> : Request will be made between 30 and 120 days prior to anticipated date of reenlistment.
		b. <i>How</i> : Requests for school course quotas under this option will be made by telephone in CONUS between 0800 and 1630 hours (Eastern Standard or Eastern Daylight time, as appropriate), Monday through Friday, AUTOVON 22, Extension 57275.

Table 6-5. Army Service School Reenlistment Option—Continued

Line	Item	Comment
		<p>c. <i>What:</i> In his request for quota, the career counselor will report the following personnel data:</p> <ol style="list-style-type: none"> (1) Grade (2) PMOS (3) BPED (4) BASD (5) ETS (6) School course choices (7) Name (8) SSAN (9) Physical profile (10) Appropriate aptitude area score (11) Security clearance (12) Reenlistment date (13) Reenlistment leave (amount)
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND	<p>Requests for school course quotas will be submitted on DA Form 2496 with the information required by line 6c with exception of line 6c(13), to Chief of Personnel Operations, ATTN: EPOP-RS, Department of the Army, Washington, DC 20310 not earlier than 6 months or later than 3 months prior to anticipated departure from oversea commands. The following information will be included:</p> <ol style="list-style-type: none"> (1) Current tour is in long or short tour area. (2) Effective date of departure for overseas. (3) Requested date of return to CONUS. If applicant desires and is eligible to extend rotation date in consideration of attending school of choice, so indicate. (4) Amount of leave desired upon return to CONUS.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the Army Service School Reenlistment Option is DA Form 3286-23.
9	RECORD ENTRIES AND ORDERS	<p>a. Reenlistment orders will include the following additional information:</p> <ol style="list-style-type: none"> (1) Course number and title. (2) Class reporting date. (3) School quota control number (SQN). (4) Reporting date to school (same as class reporting date). <p>b. Orders will assign enlistees to the student detachment of the appropriate Army Service School as follows:</p> <ol style="list-style-type: none"> (1) Those reenlisted for attendance at a school course of 20 or more weeks duration will be assigned to the school in a PCS status. (2) Those reenlisted for attendance at school course of less than 20 weeks duration will be assigned to the school in a TDPFO-PCS status as prescribed in appendix A, AR 310-10. <p>c. DD Form 4 will include the following additional information:</p> <ol style="list-style-type: none"> (1) <i>Item 48:</i> Course Title and Number. (2) <i>Item 56:</i> Ref Item 48: Class quota authorized by SQN (number) per (DA instrument of authorization).

Table 6-6. Oversea Area Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Overseas Area Reenlistment Option.
★2	DESCRIPTION OF OPTION	<p>Promises to qualified applicants:</p> <p>a. Assignment to one of the following overseas areas of choice:</p> <ol style="list-style-type: none"> (1) Republic of Vietnam. (2) Korea (provisions of paragraph 2-3(6), AR 614-30 apply). (3) Pacific area, long tour. (4) Pacific area, short tour. (5) Alaska. (6) Caribbean area. (7) Europe. <p>b. A guarantee of 12 months in long tour areas of 12 months from date of arrival of dependents, whichever occurs later.</p>
3	AVAILABLE TO QUALIFIED APPLICANTS.	Reenlisting for 4, 5, or 6 year periods (3 years authorized for overseas areas identified as short tour areas in AR 614-30) who are in pay grade E-6 or below regardless of the number of years service completed.
★4	PREREQUISITES	<p>a. Line 4, table 6-1 not applicable to persons reenlisting for Vietnam.</p> <p>b. Be qualified in a PMOS for which an overseas requirement exists.</p>
★5	INFORMATION TO APPLICANTS.	<p>a. Male applicant with 6 or less years service but with over 8 months service who is not otherwise eligible for discharge for the purpose of reenlistment is authorized discharge for the convenience of the Government UP AR 635-200 for the purpose of immediate reenlistment for assignment to Vietnam.</p> <p>b. Applicant reenlisting for assignment to Vietnam which will result in a second or subsequent tour may reenlist for a commitment to a specific unit of assignment under the provisions of paragraph 2-7f, AR 614-30.</p> <p>c. Applicant with 6 or less years service completing a normal tour in a short tour area is authorized a discharge at the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for assignment to another overseas area.</p>
6	OPTION PROCESSING PROCEDURES.	<p>a. Obtaining assignment instructions (see line 7 for special instructions pertaining to overseas commands):</p> <ol style="list-style-type: none"> (1) <i>When</i>: Request will be made between 30 and 120 days prior to anticipated date of reenlistment. (2) <i>How</i>: Requests for assignment instructions under this option will be made by telephone in CONUS, AUTOVON 22, extension 50810 or 57291. (3) <i>What</i>: In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-200 and the following: <ol style="list-style-type: none"> (a) Additional awarded MOS. (b) Desired assignment (3 choices in order of preference). (c) Last overseas area for which a complete tour is credited, DROS. If no complete tour, indicate "none." (d) Applicants eligibility for concurrent travel of dependents and whether he desires to request concurrent or nonconcurrent travel of dependents. (e) Physical profile code. (f) If applicant is a non-CONUS resident, indicate area of residence.

Table 6-6. Oversea Area Reenlistment Option—Continued

Line	Item	Comment
		<p>b. Processing required for oversea movement. The unit to which the individual is assigned at time of reenlistment for this option is responsible for the following:</p> <ol style="list-style-type: none"> (1) POR qualification of the individual under the provisions AR 612-2. (2) Informing persons with dependents of the provisions of AR 55-46. (3) Processing persons who are not eligible for or who do not desire to request concurrent travel of dependents as follows: <ol style="list-style-type: none"> (a) Port call instructions will be requested in accordance with chapter 3, AR 55-28. (b) Upon receipt of port call instructions and completion of POR processing, the individual will be reassigned from his current unit to the appropriate USAOSREPLSTA for further assignment to the oversea command. (4) Processing persons who are eligible for and who desire to request concurrent travel of dependents as follows: <ol style="list-style-type: none"> (a) Request for concurrent travel of dependents (unless submission is precluded or suspended by separate DA directives and/or orders) will be transmitted to the oversea commander in accordance with AR 55-46. (b) If request for concurrent travel is approved, the individual will be reassigned from his current unit directly to the specific oversea organization and station. Processing will be in accordance with the provisions of AR 55-46 and port call will be requested in accordance with chapter 3, AR 55-28. (c) If request for concurrent travel is not approved, individual will be processed as outlined in (3) above.
7 SPECIAL INSTRUCTIONS FOR OVERSEA COMMANDS.		<ol style="list-style-type: none"> a. Eligible persons serving in oversea commands with more than 6 years service for pay may apply for this option not earlier than 6 months or later than 1 month prior to completing the prescribed tour for the area in which serving. b. Persons serving overseas with 6 or less years service for pay may apply for this option not earlier than 6 nor later than 1 month prior to anticipated departure date. c. As an exception to above, persons reenlisting for the Republic of Vietnam under this option will be authorized immediate reassignment. d. The request for assignment instructions for another oversea command will be submitted in writing by the oversea commander to the Chief of Personnel Operations, ATTN: EPCMR-RECAP; or by telephone, AUTO-VON 22, extension 53330 or 55604.
8 STATEMENTS FOR ENLISTMENT REQUIRED.		<ol style="list-style-type: none"> a. Part VI for the Oversea Area Reenlistment Option is DA Form 3286-8. b. If the provisions of Comment b, Line 2 of this table applies to applicant, modify Part VI, DA Form 3286-8 as follows: <ol style="list-style-type: none"> (1) Add to Item 1 b: NA See 2 below. (2) Add to Item 2: I further understand that I am guaranteed 12 months in the oversea area of my choice or 12 months from date of arrival of my command sponsored dependents, whichever occurs later.

Table 6-6. Oversea Area Reenlistment Option—Continued

Line	Item	Comment
9	RECORD ENTRIES AND ORDERS.	<p><i>a. Orders.</i> Reenlistment orders will specify applicant is an enlistee for the Oversea Area Reenlistment Option under the provisions of table 6-6 and will include additional information as follows:</p> <p>(1) Assignment control number (ACN).</p> <p>(2) Date of Authorization.</p> <p>(3) Oversea organization and station.</p> <p><i>b. DD Form 4:</i></p> <p>(1) <i>Item 54.</i> If comment b, line 5 applies, enter the following as an exception to instructions in item 54, table 7-1: Initial assignment to (unit or organization for which the applicant reenlisted).</p> <p>(2) <i>Item 56:</i> Ref Item 48: Initial assignment authorized by ACN (number) per (DA instrument of authority) (date).</p>

★Table 6-7. CONUS Station or Area of Choice Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	CONUS Station or Area of Choice Reenlistment Option.
2	DESCRIPTION OF OPTION ..	This option guarantees assignment of a minimum 12 months duration at the CONUS station or area of choice.
3	AVAILABLE TO QUALIFIED APPLICANTS	Who are in pay grades E-6 and below.
4	PREREQUISITES -	<p><i>a.</i> If serving overseas, complete a normal overseas tour; or if applicant has 6 or less years service, have an ETS prior to completion of a normal tour.</p> <p><i>b.</i> Be qualified in an MOS for which a requirement exists at the CONUS station or area for which applying.</p> <p><i>c.</i> Have no assignment limitation which will preclude assignment to the station or area of choice.</p>
5	INFORMATION TO APPLICANTS.	<p><i>a.</i> Individuals serving overseas with 6 or less years service who will complete a normal overseas tour are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.</p> <p><i>b.</i> Should the unit to which the individual is assigned be deployed prior to completion of 1 year stabilization, the individual will be required to move with the unit.</p>
6	OPTION PROCESSING PROCEDURES.	<p>Obtaining assignment instructions (see line 7 for special instructions pertaining to overseas commands):</p> <p><i>a. When:</i> Request will be made between 30 and 120 days prior to anticipated date of reenlistment.</p> <p><i>b. How:</i> Requests for assignment instructions under this option will be made by telephone in CONUS, AUTOVON 22, Ext 50810 or 57291.</p> <p><i>c. What:</i> In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-200 and the following:</p> <p>(1) Additional awarded MOS.</p> <p>(2) Desired station or area (3 or more choices in order of preference).</p>

**Table 6-7. CONUS Station or Area of Choice Reenlistment Option
—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(3) Last overseas area for which a complete tour is credited. If no complete tour, indicate "none."
		(4) Physical profile code.
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	<p>a. Comment b(2), line 7, table 6-1 not applicable.</p> <p>b. Obtaining assignment instructions:</p> <p>(1) <i>When</i>: Requests will be made not earlier than 5 months nor later than 1 month prior to date eligible to return to CONUS.</p> <p>(2) <i>How</i>: Requests for assignment instructions under this option will be submitted by telephone or in writing to HQDA (DAPO-EPP-R), Ext 50810 or 57291.</p> <p>(3) <i>What</i>: In his request for assignment instructions the career counselor will report the personnel data required by AR 614-200 and the following:</p> <p>(a) Additional awarded MOS.</p> <p>(b) Desired station or area (3 or more choices in order of preference).</p> <p>(c) Date departed United States and date normal overseas tour will be completed.</p> <p>(d) Physical profile code.</p>
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the CONUS Station or Area of Choice Reenlistment Option is DA Form 3286-19.
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the CONUS Station or Area of Choice Reenlistment Option under the provisions of table 6-7, and include additional information as follows:</p> <p>(1) Assignment Control Number (ACN).</p> <p>(2) Date of authorization.</p> <p>(3) CONUS Station or area to which assigned.</p> <p>b. <i>DD Form 4</i>: Item 56: Ref Item 49: Authorization for initial assignment ACN (number) per DA instrument of authority (date).</p>

Table 6-8. Airborne Training/Duty Option

Line	Item	Comment
1	NAME OF OPTION	Airborne Training/Duty Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to airborne duty provided required training is completed satisfactorily and individual can pass Physical Fitness Test.
3	AVAILABLE TO QUALIFIED APPLICANTS	In pay grade E-6 or below.
4	PREREQUISITES	Meet special requirements as prescribed in AR 611-7 (Selection and Processing of Volunteers for Airborne Training and Assignment), and be qualified to perform duty in an MOS listed as an airborne vacancy in DA Circular 614-5.
5	INFORMATION TO APPLICANTS	Applicant will be informed of the provisions of AR 611-7.
6	OPTION PROCESSING PROCEDURES	a. Submit an application for airborne training/duty as prescribed in AR 611-7 and as modified by the provisions of this table. b. Upon approval of application for airborne training/duty applicant will undergo normal reenlistment processing as prescribed in this regulation.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	a. When airborne training is available in the oversea command in which serving reenlistment for this option will entail continued service in the same oversea area. b. When airborne training is not available in the oversea command in which serving, comment b, line 7, table 6-1 applies.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the Airborne Training/Duty Option is DA Form 3286-10.
9	RECORD ENTRIES AND ORDERS	No modifications.

Table 6-9. Special Forces Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Special Forces Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to special forces duty provided prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS	In pay grade E-6 or below.
4	PREREQUISITES	Applicant must meet— a. Special requirements prescribed in AR 611-7 and b. Special requirements prescribed in AR 614-62.
5	INFORMATION TO APPLICANTS	Applicants will be informed of the provisions of AR 611-7 and AR 614-62.
6	OPTION PROCESSING PROCEDURES	a. Submit an application for Special Forces Training/duty, as prescribed in AR 614-62. b. Upon approval of application for special forces training/duty, applicant will undergo normal reenlistment processing as prescribed in this regulation. c. If applicant declines reenlistment or becomes disqualified after acceptance, the declination or disqualification will be reported to the commander who approved the applicants reenlistment for this option.

Table 6-9. Special Forces Reenlistment Option—Continued

Line	Item	Comment
		d. Acceptances not finalized by reenlistment within 30 days are automatically void. "Date of acceptance" is defined as the member's current ETS date or date of availability as indicated in original application for special forces training/duty.
		e. Upon reenlistment for this option, persons will be assigned in accordance with instructions contained in the instrument of approval for reenlistment.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	a. When there is a special forces organization assigned within the oversea command, reenlistment for this option will entail continued service in the same oversea area. b. When there is no special forces organization assigned within the oversea command, in which serving, comment b, line 7, table 6-1 applies.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the Special Forces Reenlistment Option is DA Form 3286-11.
9	RECORD ENTRIES AND ORDERS	a. <i>Orders</i> : Reenlistment orders will specify that the applicant is an enlistee for the Special Forces Reenlistment Option Table 6-9 and will identify the special forces organization to which assigned for training. b. <i>SF 22 (Report of Medical Examination)</i> : (1) <i>Item 76A</i> : 111111 (for men who have never performed special forces duty). (2) <i>Item 76B</i> : A (for men who have never performed special forces duty). (3) <i>Item 77A</i> : Reenlistment for Special Forces Training/Duty. c. <i>DD Form 4</i> : (1) <i>Item 56</i> : Ref <i>Item 48</i> : Reenlistment for Special Forces authorized by (cite instrument which authorizes enlistment for special forces). (2) <i>Attach as inclosures to DD Form 4</i> : (a) Original application attached to duplicate copy. (b) Copies of reenlistment authorization document attached to original and duplicate copies of DD Form 4.

Table 6-10. United States Army Security Agency (USASA) Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	United States Army Security Agency (USASA) Reenlistment
2	DESCRIPTION OF OPTION	Option. Promises initial assignment to USASA provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS	In pay grade E-6 or below.
4	PREREQUISITES	a. Have satisfactorily completed basic (basic combat) training. b. Be a high school graduate or the equivalent. (The CGUSASA may waive this requirement.) c. Have a GT aptitude area score of 100 or higher. (The CGUSASA may waive this requirement.) d. Be of excellent character, discretion, and of unquestioned loyalty to the United States.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
	e.	Meet citizenship requirements as follows: <ol style="list-style-type: none"> (1) Applicant and spouse must be United States citizens. If the applicant or spouse is a United States citizen by naturalization, approval procedures on line 6b below apply. (2) The immediate family of the applicant and spouse should be United States citizens. For the purpose of this option, immediate family is defined as parents, brothers, sisters, and offspring. When members of the immediate family are not U.S. citizens, approval procedures on line 6b below, apply. (3) No member of the immediate family of the applicant or spouse, and no person to whom the applicant and spouse may reasonably be considered to be bound by ties of affection, kinship, or obligation, may be a resident of a foreign country having basic or critical national interests opposed to those of the United States. When the applicant and/or spouse have relatives or alien friends residing in foreign countries approval procedures on line 6b below apply.
	f.	Receive prior approval for reenlistment from the CGUSASA, an authorized USASA field representative, or a representative of a USASA Personnel Procurement and Processing Detachment attached to training centers within the continental United States.
5	INFORMATION TO APPLICANTS	
	a.	The training and/or duty to which he will be assigned will depend on his individual qualifications and the requirements of USASA and will be determined by the CGUSASA.
	b.	Should he fail to meet required standards and/or prerequisites for retention with the agency either during training or duty assignment, he will be advised of this and that his reenlistment commitment has been voided. He will be relieved from USASA, reassigned in accordance with the needs of the Army and will be required to complete the term for which reenlisted.
	c.	His financial activities and sense of financial responsibility must be such as to make it highly unlikely that he would succumb to temptation arising from financial difficulties.
	d.	Foreign interests, foreign holdings, or continual personal indebtedness are considered to be possible causes of security risk.
	e.	His personal habits and traits of character must be unquestionable from a security standpoint.
	f.	A person with the following habits or characteristics is not considered to be a satisfactory security risk. <ol style="list-style-type: none"> (1) Heavy drinker. (2) Drug addict. (3) Gambler. (4) One who is unduly susceptible to persuasion. (5) One who is egotistically loquacious or emotionally unstable. (6) One who possesses other habits or traits of character which may prompt indiscreet disclosures.
	g.	He must be approved for a security clearance by the CGUSASA and qualify for retention of such clearance.
6	OPTION PROCESSING PROCEDURES	
	a.	<i>Preliminary determination of eligibility:</i> <ol style="list-style-type: none"> (1) Upon receipt of an application for reenlistment for US-

**Table 6-10. United States Army Security Agency (USASA) Reenlistment
Option—Continued**

Line	Item	Comment
		<p>ASA, the career counselor will review all relevant documents and interview the applicant to determine if he meets prerequisites required to apply for this option.</p> <p>(2) If the applicant fails to meet a qualification which is waivable by the CGUSASA, the disqualification will be noted on the documents provided to the USASA field representative in accordance with (4) below.</p> <p>(3) If special approval procedures are required for citizenship status, this fact will be noted on documents provided the USASA field representative.</p> <p>(4) The Army career counselor will inform the applicant of the provisions of line 5, this table. If, after completion of this interview, the applicant still desires to apply for this option and it appears that he is qualified for reenlistment, and it appears that he is qualified for reenlistment, the Army career counselor will arrange for the applicant to be interviewed by the local USASA field representative. The career counselor will provide the USASA field representative with all relevant documents pertaining to the applicant to include a penciled copy of the DD Form 398 (Statement of Personal History).</p>
		<p><i>b. Interview by USASA field representative:</i></p> <p>(1) The local USASA field representative will interview the applicant for the purpose of orienting him on the missions, functions, and responsibilities of USASA and of determining the applicant's suitability for reenlistment for USASA.</p> <p>(a) If, as a result of the interview, the USASA field representative considers the applicant suitable for reenlistment without waiver, he will through channels, obtain an acceptance and assignment instructions.</p> <p>(b) If, as a result of the interview, the USASA field representative considers the applicant suitable for reenlistment, however, a waiver or special procedures for citizenship requirements apply, he will assist the applicant in the preparation of a waiver request which will be forwarded by the USASA field representative to the Commanding General, U.S. Army Security Agency, ATTN: IAAG-PP, Arlington Hall station, Arlington, VA 22212, for approval. Upon receipt of notification of approval from the CGUSASA, the applicant may be reenlisted.</p> <p>(c) If, as a result of the interview, the USASA field representative considers the applicant to be unqualified for USASA, he will tactfully inform the applicant of this and refer him back to the career counselor who will attempt to interest the applicant in another option, if appropriate.</p> <p>(2) The local USASA field representative will review the penciled copy of the DD Form 398 for accuracy and completeness and advise the applicant of any modifications required.</p>
		<p><i>c. Action after approval for reenlistment is obtained:</i></p> <p>(1) The career counselor will supervise and assist the appli-</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<p>cant in the preparation of the Statement of Personal History (DD Form 398) and the FBI U.S. Department of Justice Fingerprint Card (FD Form 258) as follows:</p> <p>(a) The DD Form 398 will be prepared in quadruplicate in accordance with the instruction contained in appendix III, AR 381-130. Item 30 (Remarks), DD Form 398 will contain the remark "I have executed DD Form 98 (Armed Forces Security Questionnaire) without qualification."</p> <p>(b) The FD Form 258 will be completed in duplicate.</p> <p>(c) The completed forms will be reviewed for accuracy prior to dispatch and will be forwarded directly to the CGUSASA, ATTN: IAAG-PP, Arlington Hall Station, Arlington, VA 22212.</p> <p>(2) Upon reenlistment for USASA, applicants will be sent directly from the place of reenlistment to the USASA unit to which assigned in accordance with instructions issued by the Office of Personnel Operations, Department of the Army. Reenlistment will be accomplished and all required personnel records prepared and/or appropriately annotated before the individual is ordered to report to the USASA unit to which assigned.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the United States Army Security Agency Reenlistment Option is DA Form 3286-12.
9	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for reenlistment for this option will contain entries as follows:</p> <p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the USASA Reenlistment Option under the provisions of table 6-10, and will include the following additional information.</p> <p>(1) USASA unit to which assigned.</p> <p>(2) Authority for assignment and acceptance by USASA.</p> <p>(3) Two copies of all orders issued on persons reenlisting for this option will be forwarded to the CGUSASA, ATTN: IAAG-PP, Arlington Hall Station, Arlington, VA 22212.</p> <p>b. <i>DD Form 4 (Enlistment Contract—Armed Forces to the United States)</i>:</p> <p><i>Item 56</i>: Ref Item 48: USASA acceptance and assignment instructions per (cite authority).</p>

Table 6-10A. MOS for Training and Assignment Under the USASA Reenlistment Option

			<i>OPERATIONS</i>
<i>Line</i>	<i>MOS code</i>	<i>MOS title</i>	
1	74A10	Data Processing Equipment Operator.	
2	74B20	Card and Tape Writer.	
3	74E20	ADPS Console Operator.	
4	74F20	ADPS Programing Specialist.	

**Table 6-10A. MOS for Training and Assignment Under the USASA
Reenlistment Option—Continued**

<i>Line</i>	<i>MOS code</i>	<i>MOS title</i>
5	98G20	Microbarograph Specialist.
6	98B20	Cryptoanalytic Specialist.
7	98C20	Traffic Analyst.
8	98D20	Communication Security Analyst.
9	98G20	Voice Interceptor.
10	98J20	Signal Analyst.
11	04B20	Interceptor (Foreign Language).
12	05C20	Radio Teletype Operator.
13	05D20	Special Identification Operator.
14	05G20	Communications Monitor.
15	05H20	Morse Interceptor.
16	05K20	Teletype Interceptor.
MAINTENANCE		
17	26F20	Radar Repairman.
18	26K20	Electronic Warfare Repairman.
19	26L20	Microwave Radio Repairman.
20	31K20	General Cryptographic Repairman.
21	32B20	Fixed Station Receiver Repairman.
22	32C20	Fixed Station Transmitter Repairman.
23	32F20	Fixed Ciphony Repairman.
24	32G20	Fixed Cryptographic Repairman.
25	33B20	Intercept Equipment Repairman.
26	33E20	Microbarograph Repairman.
27	34C20	ADPS Equipment Repairman.
28	34D20	ADPS Repairman.

Table 6-11. Special Intelligence Duties (ACG 97) Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Special Intelligence Duties (ACG 97) Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to duty in controlled intelligence military occupational specialties (MOS) and duties provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS	In pay grade E-6 or below
4	PREREQUISITES	Meet special requirements as prescribed in AR 614-40 (Assignments in Controlled Intelligence MOS's).
5	INFORMATION TO APPLICANTS	<ul style="list-style-type: none"> a. Provisions of AR 614-40. b. The scope, purpose, and prerequisites for attendance at school courses for special intelligence MOS as prescribed in DA Pam 350-10 (U.S. Army Formal Schools Catalog). c. The MOS descriptions of special intelligence MOS as contained in AR 611-201 and AR 611-202. d. Only male personnel are selected for duties in MOS 97C (Area Intelligence Specialist).
6	OPTION PROCESSING PROCEDURES	<ul style="list-style-type: none"> a. Submit an application for special intelligence duties as prescribed in AR 614-40. b. Upon approval of application for special intelligence duties, applicants will undergo normal reenlistment processing as prescribed in this regulation.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	No modifications.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI—for the Special Intelligence Duties (ACG 97) Reenlistment Option is DA Form 3286-13.
9	RECORD ENTRIES AND ORDERS.	<p><i>a. Orders:</i> Reenlistment orders will specify applicant is an enlistee for the Special Intelligence Duties Reenlistment Option under the provisions of table 6-11, and will include the following additional information:</p> <p>(1) Report date to US Army Intelligence School, if applicable.</p> <p>(2) Initial unit of assignment, if applicable.</p> <p>(3) Approval authority and date.</p> <p>(4) Two copies of the reenlistment orders will be furnished the Chief of Personnel Operations, ATTN: EPADS-I, Department of the Army, WASH, DC 20310 within 15 days of reenlistment date.</p> <p><i>b. DD Form (Enlistment Contract—Armed Forces of the United States):</i></p> <p>(1) <i>Item 48:</i> Special Intelligence Duties Reenlistment Option (ACG 97) with initial assignment to (unit, if applicable).</p> <p>(2) <i>Item 56:</i> Ref Item 48: OPO acceptance per (cite authority) (date).</p>

★Table 6-12. United States Army Air Defense Command (ARADCOM) Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	ARADCOM Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to a surface-to-air guided missile (SAM) unit of the United States Army Air Defense Command (ARADCOM) located in or near a metropolitan area of choice selected from the list of locations shown in table 6-12A, provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Serving in grade E-5 or below (including persons presently serving with an ARADCOM unit.
4	PREREQUISITES	<p><i>a.</i> Must be a US citizen.</p> <p><i>b.</i> Qualify under the provisions of AR 611-15 (Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Positions).</p> <p><i>c.</i> Have a numerical designation of "1" under the "S" (Psychiatric) factor of the physical profile serial "PULHES".</p> <p><i>d.</i> Do not have a history of mental instability, juvenile delinquency, or criminal tendencies.</p> <p><i>e.</i> Meet without exception the school prerequisites established in DA Pam 350-10 (US Army Formal School Catalog).</p> <p><i>f.</i> Possess final SECRET clearance.</p> <p><i>g.</i> Be a high school graduate or possess equivalent certification.</p>
5	INFORMATION TO APPLICANTS.	<p><i>a.</i> Acceptance by the CG ARADCOM is required for reenlistment for this option.</p> <p><i>b.</i> Indicate in order of preference 3 of the locations listed in table 6-12A, one of which will serve as the basis for his initial assignment provided a vacancy exists.</p> <p><i>c.</i> Personnel who reenlist for ARADCOM under this option will be assigned for training and duty in one of the following MOS only:</p>

**★Table 6-12. United States Army Air Defense Command (ARADCOM)
Reenlistment Option—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<ul style="list-style-type: none"> (1) MOS 16B—Hercules Missile Crewman; (2) MOS 16C—Hercules Missile Fire Control Crewman; (3) MOS 16D—Hawk Missile Crewman; (4) MOS 16E—Hawk Missile Fire Control Crewman. (5) MOS 16H—Air Defense Artillery Operations and Intelligence Assistant. (6) MOS 16K—Fire Distribution Systems Crewman.
	<i>d.</i>	Training in MOS 16B, 16C, 16D, 16E and 16H will be conducted at the United States Army Training Center (Air Defense) Fort Bliss, Texas prior to assignment to the ARADCOM metropolitan area of choice. Personnel reenlisted in MOS 16K will receive OJT in lieu of formal school training.
	<i>e.</i>	Persons accepted for reenlistment for this option who are already qualified in one of the MOS listed above will proceed directly to the unit of assignment designated by the CG ARADCOM.
	<i>f.</i>	Persons assigned to ARADCOM are subject to the selection and retention criteria prescribed in AR 611-15 throughout the period of their training and assignment. The applicant must review AR 611-15 and his attention will be called specifically to the provisions of paragraph 2-6, AR 611-15.
	<i>g.</i>	Personnel reenlisting for this option are guaranteed a 16-month stabilized tour in the metropolitan area of assignment.
	<i>h.</i>	Missile units of ARADCOM are located in or in proximity to the metropolitan areas shown in table 6-12A. It must be understood by the applicant that these are "area" assignments and are not necessarily within "city limits."
	<i>i.</i>	Should ARADCOM SAM units in a metropolitan area be relocated or inactivated, personnel who have not completed their period of stabilization will: <ul style="list-style-type: none"> (1) Be permitted to select three areas of choice where ARADCOM SAM units with vacancies in their PMOS are located. (2) Be reassigned to other ARADCOM units designated by the CG ARADCOM if they do not designate a preference. (3) Be allowed to complete the unexpired period of stabilization at the new unit of assignment. (4) Be required to complete the period of service for which reenlisted.
6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> <i>a.</i> Applicant interview: <ul style="list-style-type: none"> (1) The career counselor will review all relevant documents and interview applicant to establish eligibility for reenlistment for this option with particular attention being given to the requirements of AR 611-15. (2) During the interview, the counselor will determine and verify the following items of personnel data which will be used in obtaining authority for reenlistment: <ul style="list-style-type: none"> (a) Name. (b) Grade. (c) SSN. (d) Current PMOS.

★Table 6-12. United States Army Air Defense Command (ARADCOM)
Reenlistment Option—Continued

Line	Item	Comment
		<ul style="list-style-type: none"> (e) Physical profile code (to include normal color perception). (f) Period of reenlistment. (g) Reenlistment date or ETS. (h) Marital status. (i) COB/AE score. (j) Acceptable UP AR 611-15. (k) Security clearance. (l) Citizenship. (m) Previous conduct and efficiency ratings. (n) Three metropolitan areas of choice in order of preference. (o) Educational level attained.
		<p>b. Obtaining approval for reenlistment.</p> <p>(1) When all preliminary processing has been completed, a notice of acceptance and assignment instructions will be requested from the CG ARADCOM by telephone or message as indicated below. Direct communication between post, camp, and station reenlistment offices and ARADCOM is authorized for the purpose of accomplishing reenlistments under this option.</p> <ul style="list-style-type: none"> (a) Telephone for immediate instructions: AUTOVON 692, extensions 2812, 6067, or Area Code 303, telephone 635-8911, extensions 2812, 6067. (b) Electrical message request from oversea areas. CG ARADCOM, ATTN: ADGAP-E, Ent Air Force Base, CO Springs, CO. <p>(2) The information indicated on line 6a (2) above will be provided in such assignment requests.</p> <p>(3) Reenlistment for this option may be accomplished only after receipt of notification of acceptance and assignment instructions, to include ARADCOM control number from the CG ARADCOM. These assignment instructions will include:</p> <ul style="list-style-type: none"> (a) Designation of MOS in which applicant will be trained, if required. (b) Designation of unit and metropolitan area to which applicant will be assigned.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modification.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the United States Army Air Defense Command Reenlistment Option is DA Form 3286-14.
9	RECORD ENTRIES AND ORDERS.	<p>a. Orders. Reenlistment orders will specify applicant is an enlistee for the ARADCOM Reenlistment Option under the provisions of table 6-12 and will include the following precise information:</p> <p>(1) Ultimate unit of assignment _____ (Unit as authorized by ARADCOM) Individual assigned in a TDPFO status to USATC (AD), Fort Bliss, TX 79916, for AIT in MOS _____, and further assigned (5 digits) to _____ Individual will report to Bldg (Metro area as specified by ARADCOM) 2477, Fort Bliss, Texas, on _____ (Date)</p>

★Table 6-12. United States Army Air Defense Command (ARADCOM)
Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(2) ARADCOM Control Number _____
		b. DD Form 4: (Enlistment Contract—Armed Forces of the United States):
		(1) <i>Item 48</i> : ARADCOM Reenlistment Option for assignment within or near (metropolitan area).
		(2) <i>Item 56</i> : Ref <i>Item 48</i> : ARADCOM Notice of acceptance per (enter appropriate authority):
		(a) FONECON (ARADCOM Career Counselor-Requesting Career Counselor).
		(b) ARADCOM Msg (number) (date).
		(c) ARADCOM Ltr (subject) (date).

★Table 6-12A. ARADCOM Metropolitan Areas of Choice

<i>Line</i>	<i>Item</i>
1	Boston, Massachusetts—Providence, Rhode Island.
2	Chicago, Illinois—Gary, Indiana.
3	Detroit, Michigan.
4	El Paso, Texas.
5	Key West, Florida.
6	Los Angeles, California.
7	Miami, Florida—Homestead, Florida.
8	New York, New York.
9	Norfolk, Virginia.
10	Philadelphia, Pennsylvania.
11	Pittsburgh, Pennsylvania.
12	San Francisco, California.
13	Seattle, Washington.
14	Washington, DC—Baltimore, Maryland.

Table 6-13. Bandsman Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION _____	Bandsman Reenlistment Option.
2	DESCRIPTION OF OPTION ..	Promises initial assignment to the Army band of choice or to an Army band unassigned, provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES _____	a. Meet the bandsman technical proficiency requirements prescribed by the CG CONARC. b. Be auditioned by an Active Army bandmaster from whom a letter of recommendation is required.

Line	Item	Comment
5	INFORMATION TO APPLICANTS	<p>c. Meet the requirements of AR 614-3 if applying for th U.S. Army band.</p> <p>a. This option guarantees initial assignment to Army bands as indicated below provided the appropriate commander shown approves reenlistment and preliminary training (as required) is successfully completed:</p> <p>(1) <i>Special bands:</i></p> <p>(a) The United States Army Band. Applicants must be approved by the Commanding General, Military District of Washington, United States Army.</p> <p>(b) The United States Army Field Band. Applicants must be approved by the Commanding General, First United States Army, Fort George G. Meade, MD 20755.</p> <p>(c) The United States Military Academy Band. Applicants must be approved by the Superintendent, United States Military Academy, West Point, NY 10966.</p> <p>(2) <i>Specific bands:</i> Any authorized Army organization or separate band (see AR 220-90). Applicant must be approved by the major commander within whose geographical area of responsibility the specific band is located.</p> <p>(3) <i>Army bands unassigned:</i> Applicant must be approved by the auditioning bandmaster as evidence by his letter of recommendation.</p> <p>(4) United States Army Element (CA 2525), The School of Music, Naval Amphibious Base (Little Creek), Norfolk, VA 23521: Applicants for initial assignment to this activity as instructor personnel must be approved by The Adjutant General, ATTN: AGMB, Department of the Army, Washington, DC 20310.</p> <p>b. Oriented on bandsman school courses, to include a review of course purpose, scope, and prerequisites as outline in DA Pam 350-10 and a review of the MOS description (AR 611-201 for the instrument involved).</p> <p>c. Informed that if he is applying for the U.S. Army Band, U.S. Army Field Band, or U.S. Military Academy Band he will be processed under the provisions of chapter 4, AR 600-200 and will be placed on a 5-day period of temporary duty with the band for which applying for the purpose of audition and interview before final approval of his reenlistment will be granted.</p> <p>d. Informed that if applying for a band other than as indicated in line 6e above, travel performed for auditioning purposes will be at no expense to the Government.</p> <p>e. Informed that should he fail to complete any required training he will be reassigned in accordance with the needs of the Army and his reenlistment commitment will be considered fulfilled.</p> <p>f. Informed that if he is approved for reenlistment for a specific band (as defined on line 5a(2) above) he is assured of a minimum 1-year tour with the band for which reenlisted, provided his performance of duty continues to be satisfactory. This 1-year tour begins on the date the individual is actually assigned to the specific band.</p> <p>(1) Upon completion of the 1-year tour, continued assignment with the band will depend on satisfactory performance of duty and the needs of the service.</p>

Table 6-13. Bandsman Reenlistment Option—Continued

Line	Item	Comment
		(2) The reenlistment commitment of bandsmen who may be reassigned for unsatisfactory performance of duty, or upon completion of the guaranteed 1-year tour, is considered fulfilled and individuals concerned are required to complete the term for which reenlisted.
	g.	Informed of the requirements of AR 614-3 if he is an applicant for reenlistment for the United States Army Band.
	h.	Advised that an applicant in CONUS may not reenlist for a band in an oversea command and an applicant in an oversea command may not reenlist for a band in CONUS. An applicant in an oversea command may only reenlist for a band within the same oversea command provided the command has an appropriate bandsman vacancy.
6	OPTION PROCESSING PROCEDURES	
	a.	<i>Application and determination of eligibility.</i>
		(1) Individuals desiring to reenlist for this option will submit application on DA Form 2496 (Disposition Form).
		(2) Persons who desire reenlistment for one of the special bands will be processed in accordance with chapter 4, AR 600-200.
		(3) The career counselor will review application and interview applicant to establish eligibility for application for this option. The counselor will:
		(a) Insure that applicant is aware of the provisions of line 5, this table.
		(b) Verify the specific bandsman assignment for which the applicant desires reenlistment.
		(c) Insure that an applicant desiring reenlistment for the U.S. Army Band meets the criteria specified by AR 614-3.
		(d) Arrange a date and time for a personal audition with the bandmaster of the nearest Active Army band.
		(e) Request instructions from The Adjutant General, ATTN: AGCA, by electrically transmitted message for applicants who desire reenlistment for instructor duty at the United States Army Element (CA 2525), The School of Music, Naval Amphibious Base, (Little Creek), Norfolk, VA 23521.
	b.	<i>Audition by bandmaster:</i>
		(1) The bandmaster will determine the technical proficiency of the applicant, using the selection criteria prescribed by the CG, USCONARC.
		(2) If, in the opinion of the bandmaster, the applicant does not meet the minimum technical proficiency requirements of his instrument, he will be so advised by the bandmaster at the time of audition.
		(3) If the applicant passes the audition and is recommended for reenlistment for this option, the bandmaster will give the applicant a letter containing:
		(a) Audition score.
		(b) Instrument by MOS.
		(c) Recommendation that the applicant be reenlisted in the Regular Army as a bandsman unassigned, or for assignment to a specific or special band, as appropriate.
		(d) Statement that the applicant should be required to undergo advanced bandsman training at the School of

Line

Item

Comment

Music if the bandmaster is of the opinion that the applicant would benefit justifiable from such training at the school.

c. Processing after audition:

- (1) Qualified applicants who present a bandmaster's letter of recommendation for reenlistment for Army Band Unassigned may be reenlisted immediately.
 - (a) Those persons who are already classified in a bandsman MOS will be reported for assignment instructions to the Office of Personnel Operations under the provisions of AR 614-205.
 - (b) Those persons who are not already classified in a bandsman MOS will be reported for training instructions to the Office of Personnel Operations under the provisions of AR 614-205. Report will indicate the MOS for the instrument for which reenlistment was authorized and the audition score achieved.
- (2) An applicant who, after final selection for a special band under the provisions of chapter 4, AR 600-200, presents a letter of authorization from the appropriate commander will be reenlisted and processed in accordance with the instructions from the appropriate commander.
- (3) An applicant who presents a letter of recommendation from the auditioning bandmaster for reenlistment for a specific band will be processed as follows:
 - (a) The appropriate major commander will be advised of:
 - 1. Applicant's name.
 - 2. SSAN.
 - 3. Military address.
 - 4. Audition score.
 - 5. Instrument by MOS.
 - 6. Date available for reenlistment.
 - (b) Major commanders may approve requests for reenlistment for specific bands within their geographical areas of responsibility based on selection criteria disseminated periodically by The Adjutant General. If he approves the application, the major commander will forward a letter of authorization for:
 - 1. Immediate reenlistment, or
 - 2. Reenlistment within a specified period not to exceed 3 months following date of audition.
 - (c) Those persons authorized reenlistment for a specific band who are already classified in a bandsman MOS will be shipped directly to the specific band in accordance with instructions from the major commander.
 - (d) Those persons authorized reenlistment for a specific band who are not already classified in a bandsman MOS will be reported for training instructions to the Office of Personnel Operations under the provisions of AR 614-205. Report will indicate the MOS for the instrument for which reenlistment was authorized, the audition score achieved, and the specific band to which destined for assignment.

7 SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS

a. Comment b, line 7, table 6-1 is not applicable to this option.

Table 6-13. Bandsman Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<ul style="list-style-type: none"> b. Applicants may only reenlist for a band assigned to the same oversea command. c. Band for which enlisted must have an appropriate vacancy. d. Reenlistment commitment is considered fulfilled upon departure from the oversea command.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the Bandsman Reenlistment Option is DA Form 3286-15.
9	RECORD ENTRIES AND ORDERS	<ul style="list-style-type: none"> a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Bandsman Reenlistment Option under the provision of table 6-13, for initial assignment (specify band to which destined for assignment or "Army Band Unassigned," as appropriate). b. <i>DD Form 4</i>: <ul style="list-style-type: none"> (1) <i>Item 48</i>: Bandsman Reenlistment Option for initial assignment (specify, using one of the following entries): <ul style="list-style-type: none"> (a) U.S Army Band. (b) U.S. Army Field Band. (c) USMA Band. (d) U.S. Army Element (CA 2525). (e) Army band unassigned. (f) Identify other band for which reenlisted. (2) <i>Item 56</i>: Ref Item 48: Letter of Authorization, (issuing headquarters) (date). (3) Copy of Letter of Authorization will be attached to original copy of DD Form 4.

Table 6-14. Practical Nurse Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Practical Nurse Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises accelerated promotion to pay grade E-5 of applicants qualified as licensed practical or vocational nurses provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS	In pay grade E-5 and below.
4	PREREQUISITES	<ul style="list-style-type: none"> a. Have successfully completed a 1-year course in practical or vocational nursing at a State approved school. b. Have a current State license to practice nursing as a practical or vocational nurse.
5	INFORMATION TO APPLICANTS	<ul style="list-style-type: none"> a. Advised that upon reenlistment for this option he will be assigned to the Medical Training Center, Fort Sam Houston, Tex., for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman MOS 91A, if he has not previously completed such training. b. Oriented on the purpose and scope of training in MOS 91A as outlined in DA Pam 350-10 and on MOS descriptions (AR 611-201) for MOS 91A and MOS 91C. c. Informed that if not already entitled to this grade, he will be appointed to specialist four, pay grade E-4, upon entry into training for MOS 91A (Medical Corpsman). d. Informed that if not already entitled to this grade, he will be appointed to specialist five, pay grade E-5, upon successful completion of training in MOS 91A (Medical Corpsman). e. Advised that upon successful completion of training in MOS 91A and appointment to pay grade E-5, he will be awarded MOS 91C (Clinical Specialist).

Table 6-14. Practical Nurse Reenlistment Option—Continued

Line	Item	Comment
		<p>f. Advised that should he fail to satisfactorily complete training in MOS 91A he will be reduced to the grade held prior to entry into basic medical training and will be required to complete the term of service for which reenlisted.</p> <p>g. Advised that upon successful completion of training he will be reassigned in accordance with the needs of the Army and no promise concerning his future assignments can be made.</p> <p>h. Informed that qualified applicants who have previously completed training in MOS 91A successfully are not required to undergo retraining. Such persons who reenlist for this option are appointed to specialist five, pay grade E-5 and awarded MOS 91C immediately upon reenlistment for this option.</p>
6	OPTION PROCESSING PROCEDURES.	<p>a. <i>Verification of qualifications:</i></p> <p>(1) The applicant's license as a practical or vocational nurse will be examined and its validity verified.</p> <p>(2) The applicant will be required to submit a school record which verified the length, State approval, and successful completion of the 1-year nursing course required.</p> <p>(3) The license number and State identification will be recorded on the DD Form 4 as indicated on line 10 below.</p> <p>(4) All personal documents used to verify applicant's qualifications will be returned to the applicant.</p> <p>b. <i>Quotas:</i> No quotas apply to this option.</p> <p>c. <i>Assignment:</i> Qualified persons who apply for this option who have previously completed MOS 91A training successfully and who are eligible for appointment to grade E-5 and award of MOS 91C immediately upon reenlistment will be reported to Headquarters, Department of the Army for assignment instructions in accordance with AR 614-205.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the Practical Nurse Reenlistment Options is DA Form 8286-16-R (image size 7 x 9 $\frac{2}{3}$ inches) which will be reproduced locally on 8- by 10 $\frac{1}{2}$ -inch paper (fig. 6-1).
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders:</i> Reenlistment orders will specify applicant is an enlistee for the Practical Nurse Reenlistment Option under the provisions of table 6-14 and will include the following additional information:</p> <p>(1) For applicants who require MOS 91A training, orders will reassign individual to the Medical Training Center, Fort Sam Houston, Tex. for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.</p> <p>(2) For applicants who have successfully undergone MOS 91A training previously, orders will assign the individual in accordance with OPO assignment instructions.</p> <p>b. <i>DD Form 4.</i></p> <p><i>Item 56:</i> Ref Item 48: Currently licensed as a practical (or vocational) nurse per (State) nurse license certificate (number) expiration date (date).</p>

★Table 6-15. In-Service Drill Sergeant Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION.....	In-Service Drill Sergeant Reenlistment Option.
2	DESCRIPTION OF OPTION.....	This option is for a 24-month stabilized tour of duty at one of three training centers of choice provided applicant completes the drill sergeant course and is accepted as a drill sergeant.

Table 6-15. In-Service Drill Sergeant Reenlistment Option—Continued

Line	Item	Comment
3	AVAILABLE TO.....	Qualified male enlisted applicants reenlisting for 3, 4, 5, or 6 year periods regardless of length of service who are serving in pay grades E-4 through E-7.
4	PREREQUISITES.....	Applicant must be qualified under the provisions of section XV, chapter 11, AR 614-200.
5	INFORMATION TO APPLICANTS..	Applicants who will complete a normal overseas tour of duty are authorized discharge for the convenience of the Government under the provisions of AR 685-200 for the purpose of immediate reenlistment for this option.
6	OPTION PROCESSING PROCEDURES	<p>a. <i>Obtaining assignment instructions.</i></p> <p>(1) <i>When:</i> Request will be made not earlier than 6 months nor later than 1 month prior to anticipated date of reenlistment.</p> <p>(2) <i>How:</i></p> <p>(a) Assignment authorization will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPCMR-RECAP, telephone OXford 5-3330/5-5604 (from overseas) or 5-0810/5-7291 (from CONUS). AUTOVON (automatic voice network) lines will be used to the maximum.</p> <p>(b) Upon receipt of a telephone call or communication requesting assignment authorization for a specific training center, the Office of Personnel Operations will determine CONUS requirement. If a requirement does not exist at any of the three choices, an alternate assignment will be offered prospective reenlistee.</p> <p>(3) <i>What:</i></p> <p>(a) In this request for assignment instructions, the career counselor will report the following:</p> <ol style="list-style-type: none"> (1) Name. (2) Grade. (3) SN/SSN. (4) PMOS. (5) ETS. (6) BPED. (7) DEROS. (8) BASD. (9) Citizenship. (10) Marital status. (11) Number of dependents. (12) Number of months overseas. (13) DDALV desired. (14) Desired assignment (3 choices of training centers). <p>(b) When authorization to reenlist for this option is granted, the career counselor will be certain that he has obtained the following information:</p> <ol style="list-style-type: none"> 1. Assignment Control Number (ACN). This number will be used in reenlistment orders and recorded on DD Form 4 as prescribed by line 8 below. 2. Training Center for which reenlistment is authorized. 3. Name of individual in OPO approving request and date of approval.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the In-Service Drill Sergeant Reenlistment Option is DA Form 3286-20-R (image size 7 x 9 3/8 inches) (fig. 6-2) which will be reproduced locally on 8- by 10 1/2-inch paper.

Table 6-15. In-Service Drill Sergeant Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Drill Sergeant Reenlistment Option under the provisions of table 6-15 and include additional information as follows:</p> <p>(1) Assignment Control Number (ACN).</p> <p>(2) Date of authorization.</p> <p>b. <i>DD Form 4</i>:</p> <p>(1) <i>Item 48</i>: Drill Sergeant Reenlistment Option with assignment to (specify as indicated in assignment authorization).</p> <p>(2) <i>Item 56</i>: Ref Item 48: Authorization for assignment control number (ACN) per DA instrument of authority (date).</p>

Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty.
2	DESCRIPTION OF OPTION	<p>a. Promises initial assignment to duty as a WAC Training Sergeant or instructor at the United States Women's Army Corps Center (USWACC) or United States Women's Army Corps School (USWACS), Fort McClellan, AL.</p> <p>b. Initial assignment is for a stabilized period of 24 months.</p> <p>c. Individuals entering this program in grade E-4 will be promoted to grade E-5 after 30 days outstanding performance of duty. Promotions will be made without regard to time in grade/service and Department of the Army quota.</p>
3	AVAILABLE TO	<p>Qualified female applicants immediately reenlisting in the Regular Army for 3-, 4-, 5-, or 6-year periods who:</p> <p>a. Have 30 months continuous service of which 2 years have been served at stations other than the WAC Center or WAC School, Fort McClellan, AL.</p> <p>b. Are serving in pay grades E-4 through E-7.</p>
4	PREREQUISITES	<p>Applicant must:</p> <p>a. Possess minimum profile 111121, with no temporary or permanent limitations for assignment to duties requiring marching, prolonged standing, or physical exercise.</p> <p>b. Must have recorded GT score of 100 or higher.</p> <p>c. Possess excellent personal appearance and military bearing.</p> <p>d. Have demonstrated leadership potential.</p> <p>e. Have excellent conduct and efficiency ratings during current term of service and be recommended by her unit commander.</p> <p>f. Have no record of emotional instability.</p> <p>g. Be 39 years of age or less.</p>

**Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/
Instructor Duty—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<p><i>h.</i> Meet basic eligibility requirements for reenlistments as modified by the provisions of this table and be accepted for this duty by the CO, US WAC Center, Fort McClellan, AL.</p> <p><i>i.</i> Not be receiving proficiency pay (specialty).</p>
★ 5	INFORMATION TO APPLICANTS.	<p><i>a.</i> Those EW serving as specialists in grades E-6 and E-7 may only apply for instructor positions under this option.</p> <p><i>b.</i> When a NAC has not been completed, their desire to reenlist for this option must be stated a minimum of 120 days prior to expected reenlistment date in order to provide adequate time for completion of NAC and required processing.</p> <p><i>c.</i> Applicants with 6 or less years service for pay purposes are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.</p>
6	OPTION PROCESSING PROCEDURES.	<p><i>a.</i> Applicant will:</p> <p>(1) In CONUS, submit an application, through channels, to the appropriate major commander. Applications will be forwarded by major commanders to the CO, USWACC.</p> <p>(2) Include a statement indicating choice of duty assignment as instructor, platoon sergeant, or either.</p> <p><i>b.</i> Applicant's unit commander will forward with a recommendation indicating EW's leadership potential for the choice of duty indicated and EW's conduct and efficiency rating.</p> <p><i>c.</i> Applications will include a recent 8 x 10 full length photograph of the individual.</p> <p><i>d.</i> Applications will not be disapproved by an intermediate headquarters prior to submission to CO, USWACC, unless an obvious disqualifying factor previously overlooked by the serving personnel officer is discovered.</p> <p><i>e.</i> The Commanding Officer, USWACC will forward approved applications to the Chief of Personnel Operations, ATTN: EPADR-CAW, for personnel grade E-6 and below and ATTN: EPADS, for personnel grade E-7 for assignment instructions.</p> <p><i>f.</i> Upon receipt of assignment instructions, applicant will undergo normal reenlistment processing.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	<p><i>a.</i> Comment b, line 7, table 6-1, not applicable to this option.</p> <p><i>b.</i> In oversea commands, submit an application through channels to the major oversea commanders not earlier than 8 months or later than 6 months prior to completion of oversea tour. Application will be forwarded by major oversea commander to the CO, USWACC.</p>
8	STATEMENTS FOR ENLISTMENT.	<p>Part VI—for the In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty is DA Form 3286-21-R (image size 7 x 9½ inches) (fig. 6-3) which will be reproduced locally on 8- by 10½-inch paper.</p>

**Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/
Instructor Duty—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	RECORD ENTRIES AND ORDERS.	<i>DD Form 4;</i> <i>Item 58: Ref Item 49: Authorization for initial assignment ACN (number) per DA instrument of authority (date).</i>

★6-17. In-Service Reenlistment Option for Recruiting Duty

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	In-Service Reenlistment Option for Recruiting Duty.
2	DESCRIPTION OF OPTION	Promises initial assignment to recruiting duty in an area of choice where a vacancy exists.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Male and female applicants who meet the prerequisites of Line 4 and who do not require a waiver to reenlist.
4	PREREQUISITES	Meet the prerequisites outlined in AR 601-275, United States Army Recruiting Command
5	INFORMATION TO APPLICANTS.	<p>a. Applicants will be required to successfully complete the Army Recruiting and Career Counseling Course at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana, prior to reporting to his duty station.</p> <p>b. Retention on recruiting duty will be dependent upon their conduct and performance.</p> <p>c. Personnel reenlisting for this option are not eligible for payment of a variable Reenlistment Bonus in accordance with paragraph 10-3b(3), AR 600-200.</p> <p>d. Applicants are authorized discharge for the convenience of the Government UP AR 635-200.</p> <p>e. MOS OOE personnel assigned to US Army Adjutant General School (USAAGS), Fort Benjamin Harrison, Indiana, may not apply for this option until completion of 18 months with USAAGS unless sooner relieved by the school commandant.</p> <p>f. Personnel now assigned as recruiters are not authorized to reenlist for this option.</p>
6	OPTION PROCESSING PROCEDURES.	<p>a. Personnel desiring to reenlist for this option will submit their request to the career counselor at the installation where serving. The request will include a list of three locations where he/she would like to be assigned. A recent 5 x 7 full length photograph must be submitted with the application.</p> <p>b. The installation career counselor will arrange to have the applicant appear before an interview board at the nearest US Army Recruiting Main Station.</p> <p>c. Upon notification that an interview board has recommended an individual for recruiting duty, the installation career counselor will request a dossier check from CG USAREC. Requests will be made by telephone (AUTO-VON 680-3414/3438).</p> <p>d. Upon determination by CG USAREC that an individual is acceptable for recruiting duty, USAREC AG will request assignment instructions from</p>

★6-17. In-Service Reenlistment Option for Recruiting Duty—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		the Office of Personnel Operations and notify the local career counselor of the acceptance. DA RECAP will issue assignment instructions thru USAREC who in turn will advise local career counselors. Should the individual decline to reenlist after the option is offered, the career counselor will notify USAREC and DA RECAP.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	<p>a. Personnel serving in long tour oversea areas are eligible for this option upon completion of 24 months in the long tour area or 12 months after arrival of dependents, whichever is longer.</p> <p>b. Personnel serving in short tour areas are eligible for this option upon completion of the normal oversea tour.</p> <p>c. Interview boards will be arranged as prescribed by table 1-2 of these regulations. For applicants found acceptable, interview board results and a copy of the applicant's DA Form 20 will be forwarded immediately to HQ, USAREC, ATTN: USARCAG-PM (RE-UP). Additionally, the oversea commander will request that a dossier check be made. Requests will be submitted to CG USAREC, ATTN: USARCAG-PM by electrical transmission and will contain the following information:</p> <ol style="list-style-type: none"> (1) Name (full). (2) SSN. (3) DOB. (4) POB. (5) Date of NAC or Dossier number if known. For those individuals accepted by CG USAREC, the AG USAREC will request assignment instructions from the Office of Personnel Operations. The Adjutant General, USAREC will notify the oversea commander that approval is granted to reenlist the individual for recruiting duty.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the Recruiting Duty Reenlistment Option is DA Form 3286-80-R (fig. 6-4).
9	RECORD ENTRIES AND ORDERS.	<p>a. Orders. Reenlistment orders will specify that individual is reenlisting for assignment to recruiting duty.</p> <p>b. Item 48, DD Form 4. Enter: "Recruiting Duty Option."</p>

★Table 6-18. Rescinded.

★Table 6-19. Combat Arms Unit of Choice Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Combat Arms Unit of Choice Reenlistment Option.
2	DESCRIPTION OF OPTION	<p>..Promises qualified applicants assignment to one of the following units of choice:</p> <ol style="list-style-type: none"> (1) CONUS (following units) with 6 months stabilization at unit of choice: <ol style="list-style-type: none"> (a) 1st Inf Div, Ft Riley, KS. (b) 4th Inf Div, Ft Carson, CO. (c) 197th Inf Bde, Ft Benning, GA. (d) 82d Abn Div, Ft Bragg, NC.

★Table 6-19. Combat Arms Unit of Choice Reenlistment Option —Continued

Line	Item	Comment
		<ul style="list-style-type: none"> (e) XVIII Abn Corps Arty, Ft Bragg, NC. (f) 1st Cav Div (TRICAP), Ft Hood, TX. (g) 2d Armd Div, Ft Hood, TX. (h) 3d Armd Cav Regt, Ft Lewis, WA. (i) 212th Arty Gp, Ft Lewis, WA. (j) 194th Armd Bde, Ft Knox, KY. (k) 3d Bde, 101st Abn, Ft Campbell, KY. (l) III Corps Arty, Ft Sill, OK. (m) United States Army Combat Developments Command Experimentation Command (USACDCEC).
		(2) USAREUR (following units) with 16 months stabilization at unit of choice: <ul style="list-style-type: none"> (a) 3d Armd Div. (b) 1st Armd Div. (c) 3d Inf Div. (d) 8th Inf Div. (e) 2d Armd Cav Regt. (f) 14th Armd Cav Regt. (g) 3d Bde, 1st Inf Div.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	<ul style="list-style-type: none"> a. Possess a PMOS for which a requirement exists in the unit of choice, or b. Qualify for training in Army Career Group 11-Inf, 11-Armor, or 13-Artillery. c. Be airborne qualified or accepted for airborne training UP Chap 10, AR 614-200 if unit of choice is the 82d Abn Division.
5	INFORMATION TO APPLICANTS.	Qualified applicants presently assigned to one of the authorized units of choice may reenlist, under this option, for the same unit.
6	OPTION PROCESSING PROCEDURES.	<ul style="list-style-type: none"> a. Obtaining assignment instructions (see line 7 for special instructions pertaining to oversea commands): <ul style="list-style-type: none"> (1) <i>When</i>: Request will be made between 30 and 120 days prior to anticipated date of reenlistment. (2) <i>How</i>: Requests for assignment instructions under this option will be made by telephone in CONUS—AUTOVON 22, Ext 50810 or 57291. (3) <i>What</i>: In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-200 and the following: <ul style="list-style-type: none"> (a) Unit of choice (3 choices in order of preference). (b) Applicants eligibility for concurrent travel of dependents. (c) Physical profile code. (d) If applicant is a non-CONUS resident, indicate area of residence. b. Processing required for oversea movement. The unit to which the individual is assigned at time of reenlistment for this option is responsible for the following: <ul style="list-style-type: none"> (1) POR qualification of the individual UP AR 612-2. (2) Informing persons with dependents of the provisions of AR 55-46. (3) Processing persons who are not eligible for or who do not desire to request concurrent travel of dependents as follows:

★Table 6-19. Combat Arms Unit of Choice Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(a) Port call instructions will be requested in accordance with chapter 3, AR 55-28.
		(b) Upon receipt of port call instructions and completion of POR processing, the individual will be reassigned from his current unit to the appropriate USAOSREPLSTA for further assignment to the oversea command.
		(4) Processing persons who are eligible for and who desire to request concurrent travel of dependents as follows:
		(a) Request for concurrent travel of dependents (unless submission is precluded or suspended by separate DA directives and/or orders) will be transmitted to the oversea commander in accordance with AR 55-46.
		(b) If request for concurrent travel is approved, the individual will be reassigned from his current unit directly to the specific oversea organization and station. Processing will be in accordance with AR 55-46 and port call will be in accordance with chapter 3, AR 55-28.
		(c) If request for concurrent travel is not approved, individual will be processed as outlined in (3) above.
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMANDS.	a. Persons serving oversea may apply for this option not earlier than 6 nor later than 1 month prior to anticipated departure date.
		b. Comment b, line 7, table 6-1 is not applicable to this option.
		c. The request for assignment instructions will be submitted in writing by the oversea commander to the Chief of Personnel Operations, ATTN: EPCMR-RECAP; or by telephone, AUTOVON 22, Ext 53380 or 55604.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the Combat Arms Unit of Choice Reenlistment Option is DA Form 8286-81-R (image size 7 x 9-4/8 inches) (fig. 6-5) which will be reproduced locally on 8-by 10 1/2-inch paper.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders</i> : Reenlistment orders will specify applicant is an enlistee for the Combat Arms Unit of Choice Reenlistment Option UP table 6-19 and include additional information as follows: <ul style="list-style-type: none"> (1) Assignment control number (ACN). (2) Date of authorization. (3) Unit or area to which assigned.
		b. <i>DD Form 1</i> : Item 56: Ref Item 48: Authorization for assignment ACN (number) per DA instrument of authority (date).

★Table 6-20. USASTRATCOM Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION -----	United States Army Strategic Communications Command Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises to qualified applicants: <ul style="list-style-type: none"> a. School training in any MOS listed in table 6-20A and upon successful completion of the course, assignment to a USASTRATCOM unit; or b. Initial duty assignment to a USASTRATCOM unit in the oversea area of choice from among those listed in table 6-20B.

CHAPTER 7

PREPARATION OF RECORDS AND FORMS

Section I. MISCELLANEOUS

7-1. General. This chapter provides instructions for the preparation and disposition of various records and forms initiated at the time of reenlistment or extension in the Regular Army. The need for accuracy and completeness in the preparation of these documents cannot be overemphasized. All persons sharing in the responsibility for the preparation, custody, and transmission of these documents must be impressed with the importance of this function.

a. All required forms will be completed and assembled at the place of reenlistment. Entries on one form will be compared with similar entries on other forms and when a discrepancy is noted it will be called to the attention of the applicant for verification.

b. The correctness of entries on basic forms will be firmly established before signatures are obtained. Necessary corrections will be initialed by the applicant and by the enlisting officer.

7-2. Statements for reenlistment. Statements for reenlistment constitute an integral part of the reenlistment contract. Unless otherwise prescribed for a specific option, these statements will be completed as required and signed in duplicate and will be securely fastened to the original and duplicate copies of the DD Form 4. The statements are designed to preclude the possibility of erroneous reenlistments broken reenlistment commitments, and misunderstandings concerning entitlements, assignments, and other matters relating to the reenlistment contract. The statements for enlistment consists of six parts as follows:

a. Part I—General Statement of Understand-

ing, DA Form 3286 (Statements for Enlistment (Parts I through V)).

b. Part II—Statement of Law Violations and Previous Conditions (DA Form 3286). This part will be completed by all applicants, male and female, who reenlist in the Regular Army.

c. Part III—Acknowledgment of Service Obligation Under Military Selective Service Act of 1967 (DA Form 3286). This part does not apply to in-service personnel.

d. Part IV—Dependency Statement (DA Form 3286). This part does not apply to in-service personnel.

e. Part V—Marriage Statement (DA Form 3286). This part will be completed by all female applicants who reenlist in the Regular Army.

f. Part VI—(Specific Option as Indicated in chapter 6). (DA Forms 3286-1 through 3286-23 (chap. 6)). Part VI consists of a statement of understanding pertaining to the specific option for which the applicant is reenlisting. It outlines the conditions of the commitment being made to include a precise statement of the promise made to the individual by the Army and a detailed statement of the requirements the individual must fulfill in order for the promise to be kept.

7-3. DD Form 53 (Notification of Entry into Active Military Service). Rescinded.

7-4. DD Form 98 (Armed Forces Security Questionnaire). This form will be completed by all applicants, male and female, who reenlist in the Regular Army. The form will be completed

in accordance with instructions contained in AR 604-10 prior to execution of the oath of reenlistment.

a. Each applicant will be given the orientation prescribed by AR 601-270. Such additional explanation as may be necessary will be afforded those applicants who have questions as to the meaning of any part of the form. Applicants will be provided adequate time to review the entire form thoroughly. Applicants will complete the DD Form 98 in their own handwriting and in accordance with the instructions on the form. The form will be witnessed by a commissioned or warrant officer. Under the "Certification" portion on page 4, DD Form 98, signatures should be identical to the typed name in the "Typed Full Name of Person Making Certification" block and in the "Typed Name of Witness" block.

b. Unless a determination in favor of unqualified acceptance has been made under AR 604-10, it will be presumed that an applicant's reenlistment would not be clearly consistent with national security when he—

- (1) Refuses to sign the DD Form 98, or
- (2) Signs the DD Form 98 but claims Federal Constitutional privilege under the 5th Amendment or Article 31, Uniformed Code of Military Justice, or
- (3) Declines to furnish the requested information for other reasons.

c. A DD Form 98 which is fully completed without qualification will be attached to the duplicate copy of the reenlistment contract. Appli-

cants who refuse to complete or who qualify the DD Form 98 (see AR 604-10), will not be accepted for reenlistment in the Regular Army. In such cases, the DD Form 98 will be forwarded through intelligence channels to the United States Army Security Group, Fort Holabird, Baltimore, MD, as provided for in AR 604-10.

★7-5. Oath of Extension of Enlistment (DA Form 1695). The DA Form 1695 is prepared when a member of the Regular Army or member of the US Army Reserve extends his current Regular Army or Reserve enlistment, as appropriate. The oath is executed in duplicate by the enlisted person and sworn to before a commissioned officer. The extension of enlistment will be recorded on appropriate personnel records and the DA Form 1695 will be disposed of as indicated below:

a. The extension of enlistment will be recorded in the Enlisted Qualification Record as prescribed in AR 600-200.

b. The original of the DA Form 1695 will be attached to the morning report of the individual's organization for that day and forwarded to the servicing data processing unit for processing. After processing, the original oath of extension will be disposed of by the data processing unit in accordance with AR 680-2.

c. The duplicate copy will be attached to the copy of the Enlistment Contract—Armed Forces of the United States (DD Form 4) and filed in the individual's MPRJ in accordance with AR 640-10.

Section II. GENERAL INSTRUCTIONS PERTAINING TO DD FORM 4

7-6. General. Before an applicant signs the enlistment contract the oath of enlistment will be administered and the enlisting officer will explain the exact terms of training or initial assignment agreement and the period of service.

a. The enlisting officer will carefully explain the individual's liability with regard to any false representations made in statements by the applicant. During the interview, it will be made clear to the applicant that entries on DA Form

3286, Part II—Statements for Enlistment (Statement of Law Violations and Previous Conditions) will include any conviction, regardless of the fact that conviction may have been expunged, pardoned, or otherwise "wiped out" by the civil court after a period of probation.

b. The enlisting officer will insure that no promises have been made to applicants, either direct or implied, which cannot be substantiated by appropriate regulations. If it is found

STATEMENTS FOR ENLISTMENT PART VI - LANGUAGE SCHOOL REENLISTMENT OPTION (AR 601-280)			
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION			
1. In connection with my enlistment in the Regular Army for the Language School Reenlistment Option, I hereby acknowledge that:			
LINE	ACKNOWLEDGMENT		
a	My enlistment for this option assures me that provided I meet required prerequisites I will be assigned to language school training course as follows:		
	Course Number	Language	Course Length
			School Location
b	Should I be relieved from the school course for academic deficiency, disciplinary reasons, or failure to retain a security clearance, I will be reassigned in accordance with the needs of the Army and be required to complete the period of service for which I enlisted.		
c	Upon completion of language training I may be assigned duties in MOS 04B or further trained in any MOS and no promise has been made to me concerning the specific job or station to which I will be assigned.		
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (at end of statement, applicant will print the word "END"):			
AUTHENTICATION			
Signature of Career Counselor		Signature of Applicant	
Date	Typed Name, Grade and SSN of Career Counselor		

Figure 6-8

STATEMENT FOR ENLISTMENT PART VI - USASTRATCOM REENLISTMENT OPTION (AR 601-280)	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the USASTRATCOM Reenlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGMENT
a	My enlistment for this option assures me that provided I meet the required prerequisites I will: (1) Receive training in MOS Course _____ (listed in Table 6-20A) and subsequent duty assignment to a USASTRATCOM unit; or (2) Receive initial assignment to _____ (listed in Table 6-20B)
b	If I select an initial duty assignment to an oversea area of my choice (Table 6-20B), Department of the Army will select the MOS for which I will be trained (Table 6-20A).
c	If I select a long tour oversea area, I will remain in the oversea area for a minimum period of 16 months as long as there continues to be a requirement for my MOS and grade therein.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (at end of statement, applicant will print the word "END"):	
AUTHENTICATION	
Signature of Career Counselor	Signature of Applicant
Date	Typed Name, Grade and SSN of Career Counselor

Figure 6-6

STATEMENTS FOR ENLISTMENT PART VI - IN-SERVICE REENLISTMENT OPTION FOR CAREER COUNSELING DUTY (AR 601-280)		
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION		
1. In connection with my enlistment for the Career Counseling Duty Option, I hereby acknowledge that:		
LINE	ACKNOWLEDGMENT	
a.	My enlistment for this option assures me that provided I meet required prerequisites I will be initially assigned to career counseling duty in one of the following stations or areas of my choice:	
	FIRST CHOICE (Station or Area)	SECOND CHOICE (Station or Area)
		THIRD CHOICE (Station or Area)
b.	That if I have not previously qualified for the award of MOS OOE I will be required to successfully complete the Army Recruiting and Career Counseling Course of Instruction at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana.	
c.	Retention of MOS OOE and continuance on career counseling duty will be dependent upon my conduct and performance of duty.	
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (at end of statement, applicant will print the word "END"):		
AUTHENTICATION		
Signature of Career Counselor		Signature of Applicant
Date	Typed Name, Grade and SSN of Career Counselor	

Figure 6-7

STATEMENTS FOR ENLISTMENT PART VI - RECRUITING DUTY OPTION (AR 601-280)		
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION		
1. In connection with my enlistment for the Recruiting Duty Option, I hereby acknowledge that:		
LINE	ACKNOWLEDGMENT	
a	My enlistment for this option assures me that provided I meet required prerequisites I will be initially assigned to Recruiting Duty in one of the following areas of my choice:	
	FIRST CHOICE (Recruiting District)	SECOND CHOICE (Recruiting District)
		THIRD CHOICE (Recruiting District)
b	That if I have not previously qualified for the award of MOS OOE, I will be required to successfully complete the Army Recruiting and Career Counseling Course of Instruction at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana.	
c	That retention of MOS OOE and continuance on recruiting duty will be dependent upon my conduct and performance of duty.	
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with enlistment in the Regular Army (At end of Statement, applicant will print the word "End"):		
Date	Typed or Printed Name, Grade and Social Security Number of Applicant	Signature of Applicant
Date	Typed or Printed Name, Grade and Social Security Number of Witnessing Officer	Signature of Witnessing Officer

DA Form 3286-80-R, 1 Jul 72 Replaces DA Form 3286-18-R, (Paper size, 8" x 10 1/2"; Image size, 7" x 9 4/6".) 1 Jun 71, which is obsolete.

Figure 6-4

STATEMENTS FOR ENLISTMENT PART VI - COMBAT ARMS UNIT OF CHOICE REENLISTMENT OPTION (AR 601-280)	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the Combat Arms Unit of Choice Reenlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGMENT
a	My enlistment for this option assures me that provided I meet the required prerequisites I will be assigned to the following unit of my choice: COMBAT ARMS UNIT OF CHOICE
b	I have been assured that I will be stabilized in my unit of choice for a period of _____ months.
c	If my unit of choice is oversea and I am a non-US citizen, a favorable background investigation with recommendation for oversea assignment must be completed for me prior to my oversea movement. Should I fail to receive such a favorable investigation, my enlistment commitment will be voided and I will be assigned in accordance with the needs of the Army.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (at end of statement, applicant will print the word "END"):	
AUTHENTICATION	
Signature of Career Counselor	Signature of Applicant
Date	Typed Name, Grade and SSN of Career Counselor

DA Form 3286-81-R, 1 Jul 72

Paper size, 8" x 10 1/4"; image size, 7" x 9 4/6".)

Figure 6-5

STATEMENTS FOR ENLISTMENT	
PART VI - IN SERVICE DRILL SERGEANT ENLISTMENT OPTION	
For use of this form, see AR 601-280; the proponent agency is Office of Personnel Operations.	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the Drill Sergeant Enlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGEMENT
a	My enlistment for this option assures me that provided I meet required prerequisites I will be assigned to the following training center of my choice: TRAINING CENTER OF CHOICE
b	I have not been assured that any specific portion of my term of enlistment beyond 24 months will be spent in the CONUS training center selected.
c	I am aware that if my grade or MOS changes prior to reassignment, I may be ineligible for the station indicated and may be assigned according to my current qualifications and current needs of the Army.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (At end of statement, applicant will print the word "END"):	
DATE	SIGNATURE OF APPLICANT
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)	
3. All required pre-enlistment processing having been completed, it has been determined that:	
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.	
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____	
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.	
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.	
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT
DATE	TYPED NAME, GRADE AND SOCIAL SECURITY NO. OF CAREER COUNSELOR

Figure 6-2

STATEMENTS FOR ENLISTMENT			
PART VI - IN SERVICE ENLISTMENT OPTION FOR WAC TRAINING SERGEANT/INSTRUCTOR DUTY			
For use of this form, see AR 601-280; the proponent agency is Office of Personnel Operations.			
TO BE COMPLETED BY ALL APPLICANTS REENLISTING FOR THIS OPTION			
1. In connection with my enlistment in the Regular Army for the WAC Training Sergeant/Instructor Reenlistment Option, I hereby acknowledge that:			
LINE	ACKNOWLEDGMENT		
a	My enlistment for this option assures me that provided I meet required prerequisites I will be assigned to Fort McClellan, Alabama for a stabilized period of 24 months for duty as follows: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">USWACC duty as Training Sergeant/Instructor</td> <td style="width: 50%;">USWACS duty as Training Sergeant/Instructor</td> </tr> </table>	USWACC duty as Training Sergeant/Instructor	USWACS duty as Training Sergeant/Instructor
USWACC duty as Training Sergeant/Instructor	USWACS duty as Training Sergeant/Instructor		
b	That my initial assignment shown in item 12 of the DD Form 4 does not constitute any guarantee that my entire term of service or any portion beyond 24 months will be served as a training sergeant/instructor. Further, if I fail to continue to qualify for duty as a training sergeant/instructor, I will be reassigned in accordance with the needs of the Army.		
c	If in grade E4, I will be promoted to grade E5 after 30 days outstanding performance of duty.		
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all spoken and written promises that have been made to me in connection with my enlistment in the Regular Army. (At the end of statement, applicant will print the word "END"):			
DATE	SIGNATURE OF APPLICANT		
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)			
3. All required pre-enlistment processing having been completed, it has been determined that:			
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.			
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____			
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.			
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.			
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT		
DATE	TYPED NAME, GRADE AND SOCIAL SECURITY NO. OF CAREER COUNSELOR		

DA Form 3286-21-R, 1 Jun 71 Edition of 1 Apr 68 (Paper size 8" x 10 1/2"; image size 7" x 9-4/6") is obsolete.

Figure 6-3

★Table 6-23. Language School Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(11) Security clearance.
		(12) Reenlistment date.
		(13) Reenlistment leave (amount).
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	Requests for language school quotas from oversea commands will be made not earlier than 6 nor later than 1 month prior to anticipated departure date.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the Language School Reenlistment Option is DA Form 3286-84-R (fig. 6-8).
9	RECORD ENTRIES AND ORDERS.	<p><i>a. Orders:</i> Reenlistment orders will specify applicant is a reenlistee for the Language School Reenlistment Option UP table 6-23 and will include the following information:</p> <p>(1) Course number and language.</p> <p>(2) Class reporting date.</p> <p>(3) Orders will assign applicant PCS to the appropriate Defense Language Institute training facility.</p> <p><i>b. DD Form 4:</i></p> <p>(1) Item 48: Course number and language.</p> <p>(2) Item 56: Ref Item 48: Class quota authorized per (enter appropriate authority).</p>

STATEMENTS FOR ENLISTMENT PART VI - PRACTICAL NURSE ENLISTMENT OPTION (AR 601-210 & AR 601-280)	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the Practical Nurse Enlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGEMENT
a	My enlistment for this option assures me of accelerated appointment to Specialist Five, pay grade E-5, provided required prerequisites are met.
b	If I have not previously completed successfully the following training, I will be required to do so before becoming eligible for appointment to pay grade E-5: (1) Basic or basic combat training. (2) Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.
c	If I am required to attend training in MOS 91A (Medical Corpsman) I will be appointed to Specialist Four, pay grade E-4 upon entry into such training if I am not already entitled to this grade.
d	Upon successful completion of training in MOS 91A (if required) I will be appointed to Specialist Five, pay grade E-5, if I am not already entitled to this grade.
e	If I have already completed training required by line b above, I will be appointed to Specialist Five, pay grade E-5, immediately upon my enlistment for this option.
f	Upon successful completion of MOS 91A (Medical Corpsman) training or immediately upon enlistment if training in MOS 91A is not required, I will be awarded MOS 91C, (Clinical Specialist).
g	Upon award of MOS 91C (Clinical Specialist) I will be available for assignment in accordance with the needs of the Army and no promise concerning my future assignment has been made to me.
h	Should I fail to complete any required training I will be reassigned in accordance with the needs of the Army and my enlistment commitment will be considered fulfilled.
i	Should I fail to complete the basic medical training to which assigned, I will be reduced to the grade held prior to entry into such training.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings, I have recorded below in my own words and handwriting, all of the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (at end of statement, applicant will print the word "END"):	
DATE	SIGNATURE OF APPLICANT
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)	
3. All required pre-enlistment processing having been completed, it has been determined that:	
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.	
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____	
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.	
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.	
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT
DATE	TYPED NAME, GRADE, AND SERVICE NO./SOCIAL SECURITY NO. OF CAREER COUNSELOR

DA Form 3286-16-R, 1 Nov 67

(Paper size, 8" x 10 1/2"; image size, 7" x 9-4/6".)

Figure 6-1

★Table 6-22. Career Counseling Duty Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		e. MOS OOE personnel assigned to US Army Adjutant General School (USAAGS), Ft. Benjamin Harrison, Indiana, may not apply for this option until completion of 18 months with USAAGS unless sooner relieved by the school commandant.
		f. Application from MOS OOE personnel assigned to recruiting duty will be forwarded to HQ(USAREC) for approval.
6	OPTION PROCESSING PROCEDURES.	a. Personnel desiring to reenlist for this option will submit their request to the career counselor at the installation where serving. The request will include desired station or area (3 choices in order of preference of which one must be an Army area).
		b. The installation career counselor will arrange to have applicant appear before an interview board in accordance with the procedures outlined in Lines 6 and 7 of table 1-2 except that the application with the board recommendation will be returned to the installation career counselor.
		c. Upon notification that an interview board has recommended approval of an application, the career counselor will request a records check of the repository files at Fort Holabird, MD.
		d. Applications recommended for approval will be forwarded to HQDA (DAPO-EPC-R) annotated, "favorable records check completed, (date)."
		e. Upon receipt of application and determination of requirements, HQDA (DAPO-EPC-R) will notify the career counselor by phone of acceptance and provide necessary assignment instructions.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	a. Persons serving in the oversea commands may apply for this option not earlier than 6 nor later than 1 month prior to date eligible to return.
		b. Personnel serving in long tour oversea areas are eligible to return to CONUS for this option upon completion of 24 months in the long tour area or 12 months after arrival of dependents, whichever is longer.
		c. Personnel serving in short tour areas must complete the normal oversea tour.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the Career Counseling Duty Reenlistment Option is DA Form 3286-83-R (image size 7 x 9 4/8 inches) (fig. 6-7) which will be reproduced locally on 8- by 10 1/2-inch paper.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders</i> : Reenlistment orders will specify applicant is reenlisting for the Career Counseling Duty Reenlistment Option UP AR 601-280 and will include additional information as follows: (1) Assignment control number (ACN). (2) Date of authorization. (3) Station or area to which assigned.
		b. <i>DD Form 4</i> : Item 56: Ref Item 48: Authorization for assignment ACN (number) per DA instrument of authority (date).

★Table 6-23. Language School Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Language School Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises attendance at a Defense Language Institute facility to learn a foreign language of the individual's choice consistent with Army requirements.

★Table 6-23. Language School Reenlistment Option—Continued

Line	Item	Comment
8	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES	<p>a. Have a grade and MOS for which there is a language training requirement.</p> <p>b. Be a high school graduate.</p> <p>c. Be a US citizen. This provision also applies to spouse if applicant is married.</p> <p>d. Have no speech impediment.</p> <p>e. Possess a minimum hearing acuity of 15 decibels at 500, 1,000 and 2,000 cycles per second or 30 decibels at 4,000 and 9,000 cycles per second.</p> <p>f. Have a physical profile serial of "1" in the "S" factor.</p> <p>g. Possess a SECRET security clearance.</p> <p>h. Possess a DLAT 1 or DLAT 2 score of 18 or higher.</p>
5	INFORMATION TO APPLICANTS.	<p>a. Relief from the school course for academic deficiency, disciplinary reasons, or failure to retain required security clearance is basis for reassignment in accordance with the needs of the Army, and enlisted member is required to complete the term for which enlisted.</p> <p>b. Department of the Army makes every effort toward maximum utilization of language qualified personnel. Due to length of schooling and changing requirements within the Army, assignment of personnel to positions or areas in which their linguistic abilities can be utilized cannot be guaranteed. Language school graduates may be awarded MOS 04B and assigned duties therein in an appropriate country or area.</p>
6	OPTION PROCESSING PROCEDURES.	<p>a. <i>When:</i> After determining applicants language preferences (the career counselor should obtain a preferential listing of all acceptable languages during the interview), requests for language school course quotas will be made between 30 and 120 days prior to anticipated date of reenlistment.</p> <p>b. <i>How:</i> Requests will be made by telephone, AUTOVON 22, Ext 57158 or by electrically transmitted message to Chief of Personnel Operations, ATTN: DAPO-EPO-RR.</p> <p>c. <i>What:</i> In his request for quota, the career counselor will report the following personnel data:</p> <ol style="list-style-type: none"> (1) Grade. (2) PMOS. (3) BPED. (4) BASD. (5) ETS. (6) Language choices. (7) Name. (9) SSN. (9) Physical profile. (10) DLAT 1 or DLAT 2 score.

Table 6-20A. Military Occupational Specialties (MOS) for Training and Assignment Under the USASTRATCOM Reenlistment—Continued

4	32E20	Fixed Plant Carrier Repairman.
5	32F20	Fixed Ciphony Repairman.
6	34D20	Automatic Data Processing System (ADPS) Repairman.
7	36H20	Dial Central Office Repairman.
8	71B20	Communications Center Specialist.
9	72G20	Data Communications Switching Center Specialist.

★Table 6-20B. USASTRATCOM Oversea Command Reenlistment Option

<i>Line</i>	<i>Oversea command</i>
1	USARPAC (Long Tour).
2	USARPAC (Short Tour).
3	USARSO (Canal Zone).
4	USARAL (Alaska).
5	USAREUR and 7A.
6	EIGHTH US ARMY (Korea).

★Table 6-21. Orienteering Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Orienteering Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment of at least 12 months duration to either Fort Benning, GA or Fort Bragg, NC.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Serving in grade E-6 or below.
4	PREREQUISITES	a. Meet established criteria for reenlistment without requiring a waiver. b. Possess a numerical designation of "1" under all factors of the physical profile serial "PULHES."
5	INFORMATION TO APPLICANTS.	Individuals who fail to complete orienteering training and participate in orienteering will be available for reassignment in accordance with the needs of the service.
6	OPTION PROCESSING PROCEDURES.	a. Obtaining assignment instructions. (1) <i>When</i> : Requests will be submitted not earlier than three months prior to scheduled ETS or reenlistment date. (2) <i>How</i> : Assignment authorizations will be requested by telephone or in writing from the Office of Personnel Operations, ATTN: DAPO-EP, Ext 77586. (3) <i>What</i> : The following data will be furnished in each request: (a) Name. (b) Grade. (c) SSN. (d) PMOS. (e) EES and date evaluated. (f) BPED. (g) BASD.

★Table 6-21. Orienteering Reenlistment Option—Continued

Line	Item	Comment
		(h) ETS. (i) Reenlistment date. (j) Security clearance. (k) PULHES and code. (l) DEROs if oversea. (m) Oversea area if appropriate. (n) NTC.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the In-Service CONUS Station of Choice Option, DA Form 3286-19, will be used for this option.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders.</i> Reenlistment orders will specify that applicant is a reenlistee for the Orienteering Reenlistment Option and will contain the following additional information: (1) Assignment control number (ACN). (2) Date of approval. (3) Assignment authority. (4) Station for which reenlisting. b. <i>DD Form 4.</i> (1) <i>Item 48.</i> Enter: Orienteering Reenlistment Option, and assignment to (enter post, camp or station). (2) <i>Item 56.</i> Enter: Ref Item 48: Authorization for assignment ACN (number) per DA instrument of authority (date).

★Table 6-22. Career Counseling Duty Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Career Counseling Duty Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to career counseling duty at a station or area of choice where a vacancy exists.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Serving in grade E-5 or above with 6 years minimum service (waiver may be granted).
4	PREREQUISITES	Meet the mandatory qualifications outlined in table 1-2, selection of enlisted personnel for full-time career counseling duty.
5	INFORMATION TO APPLICANTS.	a. Applicants are required to have successfully completed the Army Recruiting and Career Counseling Course at the United States Army Adjutant General School, Fort Benjamin Harrison, Indiana, prior to reporting to duty station. b. Retention on career counseling duty will be dependent upon their conduct and performance. c. Applicants are authorized discharge for the convenience of the Government UP AR 635-200 for the purpose of immediate reenlistment for this option. d. Applicants with an awarded MOS OOE who are not performing career counseling duty may apply for this option.

★Table 6-20. USASTRATCOM Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
3	AVAILABLE TO QUALIFIED APPLICANTS.	Reenlisting for 4, 5, or 6 year periods who are in grade E5 or below.
4	PREREQUISITES	<p>a. Meet without exception the prerequisites set forth in AR 611-201 and DA Pamphlet 350-10 if an MOS school course is selected under this option.</p> <p>b. Possess a CL or EL aptitude area score of 100 or higher or possess an MOS listed in table 6-20A if the overseas area of choice is selected under this option.</p> <p>c. Qualify as a volunteer for overseas service UP AR 614-30 if the overseas area of choice is selected under this option.</p> <p>d. Be of excellent character, discretion and unquestioned loyalty to the United States.</p> <p>e. Either have or be eligible for a security clearance of secret or higher.</p> <p>f. Receive approval for reenlistment from HQ, USASTRATCOM.</p>
5	INFORMATION TO APPLICANTS.	<p>Applicant must:</p> <p>a. Successfully complete MOS training.</p> <p>b. Qualify for and retain security clearance of final secret or higher.</p> <p>c. Be told that if relieved from MOS school course selected, or in the case of overseas option reenlistees, the MOS school course assigned, for academic or disciplinary reasons, or failure to receive required security clearance, they will be reassigned in accordance with the needs of the Army and required to complete term for which reenlisted.</p> <p>d. Be informed that reenlistment for the overseas option will require successful completion of an MOS school course from among those listed in table 6-20A prior to going overseas, unless individual is, at time of reenlistment, already qualified in one of these MOS.</p> <p>e. Be told that reenlistment for the overseas option (long tour areas only) will guarantee a minimum stabilized assignment within the overseas area of choice of 16 months as long as there continues to be a requirement for his MOS and grade therein.</p>
6	OPTION PROCESSING PROCEDURES.	<p>a. Applicant interview:</p> <p>(1) The Career Counselor will review all relevant documents and interview applicant to establish eligibility for reenlistment for this option.</p> <p>(2) During the interview the counselor will determine and/or verify the following items of personnel data which will be used in obtaining authority for reenlistment:</p> <p>(a) Name.</p> <p>(b) Grade.</p> <p>(c) SSN.</p> <p>(d) PMOS.</p> <p>(e) SMOS.</p> <p>(f) Physical Profile serial and code.</p> <p>(g) Period of reenlistment.</p> <p>(h) Tentative reenlistment date.</p> <p>(i) Marital status.</p> <p>(j) EL and CL score.</p> <p>(k) Citizenship (native or naturalized).</p>

★Table 6-20. USASTRATCOM Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(l) Security Clearance. (m) Conduct and Efficiency. (n) Prior communications training if any. (o) School course or oversea area of choice.
		b. Obtaining assignment instructions. (1) <i>When</i> : Requests for acceptance and assignment instructions will be made not earlier than 6 months nor later than 1 month prior to anticipated date of reenlistment. (2) <i>How</i> : Requests will be made by telephone or message to Office of Personnel Operations and will include the information indicated in line 6a (2) above. (a) School training quota: ATTN: EPOP-RS, Telephone: OX 5-7275. (b) Assignment Authorization: ATTN: EPCMR-RECAP: Telephone: OX 5-0810 or 5-7291.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the USASTRATCOM Reenlistment Option is DA Form 3286-82-R (image size 7 x 9-4/6 inches) (fig. 6-6) which will be reproduced locally on 9- by 10 1/2-inch paper.
9	RECORD ENTRIES AND ORDERS.	a. <i>Orders</i> : Reenlistment orders will specify applicant is an enlistee for the USASTRATCOM Reenlistment Option under the provision of table 6-20 and include additional information as follows: (1) If selecting school training: (a) Course number and title. (b) Class reporting date. (c) School Quota Control Number (SQN). (d) Reporting date to school (same as class reporting date). (2) If selecting initial assignment: (a) Assignment control number (ACN). (b) Date of authorization. (c) Initial assignment. b. <i>DD Form 4, Item 56</i> : (1) If selecting school training enter: Ref Item 48: Class quota authorized by SQN (number) per (DA instrument of authorization). (2) If selecting initial assignment enter: Ref Item 48: Initial assignment authorized by ACN (number) per (DA instrument of authorization).

★Table 6-20A. Military Occupational Specialties (MOS) for Training and Assignment Under the USASTRATCOM Reenlistment

<i>Line</i>	<i>MOS code</i>	<i>MOS title</i>
1	26V20 -----	Strategic Microwave System Repairman.
2	26Y20 -----	Satellite Communications Ground Station Equipment Repairman.
3	82D20 -----	Fixed Station Technical Controller.

- | <i>Item</i> | <i>Entry</i> | |
|-------------|--|-----------------------------------|
| | b. The entry in this item must be the same as that shown in the Oath of Enlistment, item 57. | |
| | c. Do not use block pertaining to minority. | |
| 8A | MARITAL STATUS: NA | |
| 8B | NUMBER DEPENDENTS: NA | |
| 9 | NAME AND LOCATION OF ACTIVITY EFFECTING ENLISTMENT/
REENLISTMENT/INDUCTION: | Reference: None. |
| | a. Enter the name and location of the military installation accomplishing the reenlistment. | |
| | b. SAMPLE ENTRIES: Fort Ord, Calif. | |
| 10 | AFQT SCORE: NA | |
| 11 | ENLISTED/REENLISTED/INDUCTED: | Reference: Chapter 1, AR 601-280 |
| | Enter an X in the first or second block as appropriate. | |
| 12 | AUTHORITY FOR ENLISTMENT/REENLISTMENT/INDUCTION: | Reference: None. |
| | a. Enter the authority under which enlisted/reenlisted. | |
| | b. SAMPLE ENTRIES: Table 6-3. AR 601-280 | |
| 13 | TERM OF ACDU (RESERVE ONLY): NA | |
| 14 | ACTIVE/INACTIVE STATUS (RESERVE ONLY): NA | |
| 15 | ACCEPTED AT: NA | |
| 16 | DATE MILITARY OBLIGATION INCURRED: NA | |
| ★17 | PMOS/AFS/CODE/MOD: | Reference: Chapter 5, AR 601-280. |
| | a. For former officers and warrant officers enter the MOS code determined under the provision of chapter 5. | |
| | b. For all other personnel, enter the MOS recorded in item 23a of the latest DD Form 214. | |
| | c. SAMPLE ENTRY: 22G20, 11C3N, 09E00 | |
| 18 | RELIGION: NA | |
| ★19 | SOCIAL SECURITY ACCOUNT NUMBER: Enter: | Reference Item 1. |
| 20 | CONTRACT DUTY LIMITATIONS: | Reference: None. |
| | a. Enter contract and/or duty limitations, if applicable. If not applicable, enter "NA." | |
| | ★b. SAMPLE ENTRY: Combat-Wounded Veteran, AR 635-40. | |
| 21 | DATE OF BIRTH: | Reference: AR 600-2. |
| | a. Date of birth will be recorded in the following order; day, month, and year. | |
| | b. The first three letters will be used as abbreviation for the month of birth; the last two digits will identify the year of birth. | |
| | c. SAMPLE ENTRY: 6 June 1945 will be recorded as 06/Jun/45. | |
| 22 | CITIZENSHIP: NA | |
| 23 | PLACE OF BIRTH: NA | |
| 24 | DATE OF TRANSFER: NA | |
| 25 | PHYSICAL PROFILE: | Reference: AR 40-501. |
| | a. Enter from item 76, Standard Form 88 (Report of Medical Examination) the physical profile and physical category. | |
| | b. SAMPLE ENTRY: 111111A | |
| 26 | UNTITLED ITEM: NA | |
| 27 | TRANSFER TO (ACTIVITY AND LOCATION): NA | |
| 28 | UNTITLED ITEM: NA | |
| 29 | DATE LAST DISCHARGED/RELIEVED FROM ACTIVE DUTY: NA | |
| 30 | SERVICE FROM WHICH LAST DISCHARGED: NA | |
| 31 | UNTITLED ITEM: NA | |
| 32 | UNTITLED ITEM: NA | |
| 33 | TYPE OF LAST DISCHARGE: NA | |
| 34 | UNTITLED ITEM: | Reference: None. |

Enter the type of waiver granted using the following abbreviations or the word "None," as applicable:

<i>Entry</i>	<i>Reason</i>
W	Waiver other than moral waiver
MW(T)	Moral waiver for traffic violations.
MW(C)	Moral waiver for juvenile offenses and civil court convictions other than felonies.
MW(F)	Moral waiver for felony convictions/adjudications by a civil court.
MW(A)	Moral waiver for lost time (prior and in-service personnel).
MW(D)	Moral waiver for previous disqualifying separation.

<i>Entry</i>	<i>Reason</i>
MW	Moral waiver for reasons other than as indicated above.
NONE	When no waiver is required.

- Item* *Entry*
- 35 DATE OF RATE/GRADE: NA
- 36 SELECTIVE SERVICE NUMBER: NA
- ★37 RATE/GRADE APPOINTED/REAPPOINTED: NA Reference None.
- 38 SELECTIVE SERVICE LOCAL BOARD: NA
- 39 BASIC ACTIVE SERVICE DATE/ACTIVE DUTY BASE DATE: NA
- 40 TOTAL ACTIVE FEDERAL SERVICE: Reference: DODPM
- a. Include all active duty in a regular component of any of the Armed Forces, active duty as an inductee or as a member of a Reserve component on active duty training pursuant to RFA 55, REP 63, or similar program for which a DD Form 214 was issued.
- b. SAMPLE ENTRY: 5 years 11 months 16 days
- 41 HOME OF RECORD: Reference: None.
- a. Enter the complete address for the individual's permanent home or legal residence to include, if applicable, house number and street, RFD and Box number, city, town, county, state and zip code.
- b. SAMPLE ENTRY: 1234 East Street, Balmora, Stevens, Idaho 82104.
- 42 BASIC PAY ENTRY DATE/PAY ENTRY BASE DATE: NA
- ★43 TOTAL INACTIVE FEDERAL SERVICE: Reference: DODPM
- a. For persons with no inactive Federal Service, enter N'.
- b. For persons with verified inactive service, enter in the appropriate spaces, the number of years, months, and days of such service.
- c. SAMPLE ENTRY: 2 years 9 months 2 days.
- 44 MENTAL TEST SCORES: Reference: None.
- a. *Prior Service personnel.*
- (1) For male persons immediately reenlisting, enter the three highest aptitude area scores as recorded on DA Form 20.
- (2) For female applicants immediately reenlisting, enter the two highest aptitude area scores as recorded on DA Form 20.
- ★(3) *Rescinded.*
- b. SAMPLE ENTRIES: MM 135; EL 124; GT 120
- 45 SEX: Reference: None.
- Enter M for Male, F for Female.
- 46 RACE: Reference: None.
- a. Race entries will be limited to one of the following abbreviations:
- | <i>Designation</i> | <i>Abbreviation</i> |
|--------------------|---------------------|
| Caucasian | CAU |
| Negroid | NEG |
| other | OTHER |
| Unknown | UNK |
- b. SAMPLE ENTRIES: CAU, NEG, OTHER
- 47 CODE: NA No entry required.
- 48 UNTITLED ITEM: Reference: None.
- a. Enter enlistment option to reflect the initial assignment or specific assignment and/or training authorized for enlistment under specific programs outlined in chapter 6 or other special recruiting directives.
- b. The entry in this item and that which the enlistee writes in Part VI—Statements for Enlistment must be identical.
- c. SAMPLE ENTRIES:
- (1) If reenlisted to fill own vacancy enter: REEN FOR PRESENT DUTY ASSIGNMENT.
- (2) If reenlisted for Regular Army without an option, enter, as appropriate: REGULAR ARMY or REGULAR ARMY-WAC.
- (3) If reenlisted for an Army Career Group or school course of choice: ARMY CAREER GROUP 11 Infantry-Armor, CRS 646-427.1—Aircraft Armament Repair.
- 49 PRIOR SERVICE: Reference: None.
- Enter the following, without regard to columnar headings:

S/S 06

ARMY REGULATION }
No. 601-280 }

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 1 May 1968

PERSONNEL PROCUREMENT

ARMY REENLISTMENT PROGRAM

★Local limited supplementation of this change is permitted, but is not required. If supplements are issued, Army Staff agencies and major Army commands will furnish one copy of each to Deputy Chief of Staff for Personnel, ATTN DCSPER-PS&T; other commands will furnish one copy of each to the next higher headquarters.

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o. Grade(s). Unless otherwise specified, as used herein, refers to pay grade(s).

p. Persons, applicants, individuals, personnel. Unless clearly applicable to only one sex, these terms apply to both men and women.

★q. Major commanders.

(1) Commanding General, United States Continental Army Command.

(2) **Rescinded.**

(3) Commanding General, US Army Military District of Washington.

(4) Commanding General, United States Army Air Defense Command.

(5) Commanding General, US Army Materiel Command.

(6) Commanding General, US Army Combat Developments Command.

(7) Commanding General, US Army Security Agency.

(8) Commanding General, US Army Strategic Communications Command.

(9) Commanding General, US Army Intelligence Command.

(10) Commander, Military Traffic Management and Terminal Service.

(11) Commander, US Army Forces Strike Command.

(12) Major oversea commanders.

(13) Heads of Department of the Army agencies.

★r. Considered major commanders. The following commanders are considered major commanders for the purpose of approving bars to

reenlistments and processing requests for waivers under this regulation:

(1) Commanding General, US Army Recruiting Command.

(2) Commanding General, US Army Hawaii.

(3) Commander, US Army Forces Southern Command.

(4) Commanding General, US Army Vietnam.

(5) Commanding General, US Army Japan.

(6) Commanding General, Eighth US Army.

(7) Commanding General, US Army Support, Thailand.

(8) Commanding General, US Army, Ryukyu Islands.

(9) Commanding Generals of CONUS Armies.

1-6.1. Entitlements. Eligibility for payment of pay and allowances accruing by virtue of in-service reenlistment and/or extension are governed by the following regulations:

a. Reenlistment bonus (regular and VRB). See part One, chapter 9, DODPM and chapter 10, AR 600-200.

b. Lump sum payment of accrued leave. See part Four, chapter 4, section A, DODPM.

c. Travel allowances. See volume 1, Joint Travel Regulations.

d. Reenlistment leave. See AR 630-5.

Section II. ARMY REENLISTMENT PROGRAM RESPONSIBILITIES

1-7 General. The retention of qualified, competent enlisted personnel is vital to the success of the Army's mission. The development and maintenance of a well-trained, professional Army is the responsibility of each officer and noncommissioned officer and each has the responsibility of energetic, enthusiastic, and wholehearted support to the reenlistment effort. The success of the Army Reenlistment Pro-

gram depends upon effective leadership, vigorous command support, and aggressive reenlistment programs at all organizational levels. The degree of success achieved in the program can be directly related to the quality of leadership exhibited by officers and noncommissioned officers.

★1-8. Responsibilities of major commanders. a.

Major commanders reporting direct to Headquarters, Department of the Army, and heads of Department of the Army agencies having command responsibility will implement and support aggressive reenlistment programs within their commands and will require subordinate commanders to do the same.

b. Every qualified individual who desires unance for their subordinate commanders requiring assistance in the conduct of their reenlistment programs.

c. Major commanders will conduct annual staff assistance visits to insure implementation of aggressive reenlistment programs and compliance with this regulation and supplementary instructions published by the major commanders.

d. Periodic conferences will be conducted to review, discuss, and improve the reenlistment program. Major problems, suggestions, publicity, and other methods for improving the Army Reenlistment Program resulting from these conferences will be forwarded to Deputy Chief of Staff for Personnel, ATTN: DCSPER-PD.

1-9. Responsibilities of subordinate commanders. Commanders will insure that—

a. Each individual who is serving honorably and faithfully and who meets the eligibility requirements for reenlistment is counseled and interviewed as prescribed by this regulation.

b. Every qualified individual who desires unbroken service is afforded the opportunity of immediately reenlisting.

c. Each individual who meets Officer Candidate School requirements is personally informed of the opportunities and procedures for qualifying as an Army officer candidate. See AR 351-5.

d. Continual effort is given toward early detection of individuals who are untrainable or unsuitable for military service and appropriate action is taken to preclude such individuals from further military service.

e. Personnel assigned to full-time reenlistment duty are fully utilized in the furtherance

of the reenlistment effort and that they are provided with necessary transportation, office space, and clerical assistance.

f. Each officer and NCO in his command is continually informed of current reenlistment programs and regulations, and is instructed in his responsibilities in the reenlistment effort to include maximum support and involvement.

★g. Company grade officers and noncommissioned officers attend periodic showing of the film "The Company We Keep." The film entitled "The One That Got Away" (MF 12-9323) may be shown at the discretion of the unit commander. However, if used, this film will precede the showing of "The Company We Keep."

h. Commanders of installations and organizations not authorized career counseling personnel on a primary-duty basis will designate on orders a reenlistment officer and a reenlistment NCO on an additional-duty basis to carry out reenlistment functions.

i. All persons, regardless of race, color, religion, or national origin, will continue to be accorded equal opportunity for reenlistment, appointment, assignment, advancement, professional improvement, promotion, and retention in all components of the Army.

1-10. Duties and responsibilities of reenlistment officers. The reenlistment officer will—

a. Keep the commander informed on all matters pertaining to the reenlistment program.

b. Make a continuing estimate of the reenlistment situation for future planning.

c. Submit recommendations for reenlistment policies or changes thereto, and submit plans to implement the commander's directive.

d. Translate the reenlistment decisions and plans of the commander into orders, and provide for their dissemination to subordinate units.

e. Exercise necessary supervision (including inspections as required) to insure that the reenlistment policies, intentions, and orders of the commander are executed properly.

(2) Those items stocked by AG Publication Centers may be requisitioned by submitting DA Form 17 and 17-1 (Requisition for Publications and Blank Forms) addressed:

Through: Commanding General
U.S. Army Recruiting Command,
ATTN: RCAI-A
Hampton, VA 23369

To: Commanding Officer
U.S. Army AG Publications
Center
2800 Eastern Boulevard
Baltimore, MD 21220

(3) Periodically, the Recruiting and

Career Counseling Journal will publish a list of those promotional items in support of the reenlistment program currently issued or available for requisition. The Journal also publishes instructions for the use of new promotional items.

f. All commands are encouraged to submit appropriate articles concerning reenlistment activities for publication in the Recruiting and Career Counseling Journal. Articles will be addressed to—

Commanding General
U.S. Army Recruiting Command
ATTN: RCAI-A
Hampton, VA 23369

Section IV. SELECTION, TRAINING, ASSIGNMENT, AND UTILIZATION OF REENLISTMENT PERSONNEL

1-15. Selection of officer personnel for full-time reenlistment duty. *a.* Officer personnel selected for assignment to reenlistment duties on a full-time basis will possess the following qualifications:

- ★(1) Grade of captain or above.
- (2) Career officer.
- (3) Branch of service that predominates unit, service, or station to which assigned.
- (4) Minimum of 1 year command experience.

b. When practicable officers should attend the Recruiting, Reenlistment, and Induction Course prior to assignment.

1-16. Selection of enlisted personnel for full-time career counseling duty. Individuals currently assigned to career counseling duties who are performing satisfactorily will not be reassigned solely for failure to meet prerequisites prescribed in this section. Commanders will continually evaluate the effectiveness of each individual on career counseling duty to determine whether the individual should continue to be retained on such duty. Commanders will withdraw MOS OOE and reclassify in accordance with section VI, chapter 2, AR 600-200 those who fail to maintain the high standards of career counseling.

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty

Line	Item	Comment
1	MANDATORY QUALIFICATIONS	<p>Applicants for full-time career counseling duties must meet the following prerequisites:</p> <ul style="list-style-type: none"> a. Conduct and efficiency ratings—Excellent. b. Minimum service—6 years (waiver may be granted). c. Noncommissioned officers or specialists grade E-5 or above. d. Standard Score of 95 or higher on Aptitude Area GT (waiver may be granted). e. Not receiving proficiency pay (Specialty). f. High school graduate or those presenting substantiating data of the successful completion of the High School General Educational Development (GED) test. g. Meet physical, mental, and special requirements for MOS OOE as prescribed in AR 611-201. h. Verified PMOS. i. Credit for at least one complete overseas tour.

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty—Continued

Line	Item	Comment
		<ul style="list-style-type: none"> j. Hold valid Army or State motor vehicle operator's permit. k. Favorable records check of repository files at Fort Holabird, Md.
2	DESIRABLE QUALIFICATIONS	<ul style="list-style-type: none"> a. Ages 24 to 35 years inclusive. b. Past experience in personnel management, interviewing, classification, or sales experience. c. Service in a combat organization.
4	PREPARATION OF APPLICATION	<p>Application will contain information as to the applicant's choice of areas of assignment, in order of preference.</p> <ul style="list-style-type: none"> a. Personnel in CONUS are limited to reassignment within the same Army area (8 choices in order of preference) in which presently serving. b. Personnel serving in oversea commands and requesting duty as career counselors in CCNJS are authorized any three choices of area assignment (Army area or major CONUS command). c. Forwarding indorsements will include the information required by paragraph 21, AR 614-6.
5	SUBMISSION OF APPLICATION	<p>Application for duty as career counselor will be made through command channels to the appropriate major commander.</p> <ul style="list-style-type: none"> a. Persons applying in CONUS must be eligible for a permanent change of station. Personnel ineligible for a permanent change of station will only be considered for career counseling duties at the station to which assigned. b. Persons applying in oversea commands will submit their applications no earlier than 8 nor less than 6 months prior to date of completion of oversea tour.
6	APPOINTMENT AND COMPOSITION OF INTERVIEW BOARDS	<ul style="list-style-type: none"> a. Appointment: Boards for interviewing enlisted personnel being considered for full-time duty as career counselors will be appointed as follows: <ul style="list-style-type: none"> (1) In CONUS, at installations by the appropriate commander. (2) In oversea commands, by the commander exercising general courts-martial jurisdiction. b. Composition: Boards will be composed of— <ul style="list-style-type: none"> (1) At least two commissioned officers, one of whom will be a full-time reenlistment officer, whenever practicable. Where a full-time reenlistment officer is not available, maximum use will be made of existing boards established on a permanent basis at U.S. Army Recruiting Command facilities. (2) At least one experienced career counselor senior or equal in grade to the applicant. (3) When WAC enlisted personnel are being considered, a WAC officer or a WAC noncommissioned officer senior or equal in grade to the applicant will be a member of the board. c. If a commander desires, he may use interview boards of the U.S. Army Recruiting Service even though a full-time reenlistment officer is available.
7	INTERVIEW BOARD ACTIONS	<p>Interview boards will—</p> <ul style="list-style-type: none"> a. Determine whether applicants possess the following qualifications: <ul style="list-style-type: none"> (1) Genuine desire and interest to become a career counselor. (2) Mandatory prerequisites as listed in line 1, this table. (3) Ability to express themselves clearly both orally and in writing and have a pleasing personality. (4) Outstanding military bearing. (5) No obvious facial or other physical defects. b. Determine that applicants desire and are suited for award of MOS OOE. c. Return applications not favorably considered through channels to applicants, with reason(s) therefor. d. Forward, through channels, to the appropriate major commander applications from persons who are recommended for duty as career counselors, together with a full-length photograph of the applicant in uniform (class A).

chap.) will be initiated for individuals who are eligible but not recommended.

b. For individuals who are not eligible for reenlistment but who are recommended, the item "not eligible" will be checked and a brief explanation of reason.

c. Such remarks entered on the DA Form 1315 will be initialed by the unit commander.

1-22. **Disposition.** When the individual is transferred or reassigned prior to expiration of his term of service, the DA Form 1315 will be returned to the unit personnel officer and made a part of the individual's personnel records. The gaining unit personnel officer will follow the same procedures as are outlined in paragraph 1-20b.

a. When a favorable reenlistment decision is obtained, the DA Form 1315 will be retained until reenlistment has been accomplished at which time it will be disposed of in accordance with AR 340-2 or AR 340-18-7.

★b. When an individual does not immediately reenlist, the DA Form 1315 will be returned to the unit personnel officer and made a part of the individual's personnel records. Prior to reassignment to transfer point for separation, the RE Code (see table 1-3) will be entered in the Reenlistment Status section of the form along with appropriate entries required by paragraph 1-21. For individuals whose last duty station was in CONUS, the DA Form 1315 will be returned to the losing unit and retained for a minimum of sixty days, after which it will be destroyed.

★Table 1-3. Reenlistment Eligibility Codes for Reenlistment in the Regular Army

Code	Explanation	Reference
RE-1	Fully qualified for immediate reenlistment.	Table 2-1
RE-1A	Fully qualified for immediate reenlistment; however, ineligible to reenlist for 93 days after date of separation.	Para 6-2h
RE-2	Fully qualified for immediate reenlistment; however, separated for convenience of Government under a separation authority which does not contemplate immediate reenlistment.	Chap 5, Sec IV, VIII, IX, XI, XII, AR 635-200
RE-2A	Fully qualified for immediate reenlistment; however, ineligible to reenlist in grade and for 93 days after date of separation.	Para 4-5b
RE-3	Not eligible for immediate reenlistment unless waiver is granted.	Tables 2-2, 2-3, & para 1-31f (4)
RE-3B	Not eligible for immediate reenlistment unless waiver is granted. This code is only applicable to enlisted persons who have time lost during their last period of service.	Table 2-2
RE-3C	Not eligible for immediate reenlistment unless waiver is granted. This code is applicable to persons who have completed over 8 months service who do not meet the grade requirement in basic eligibility criteria.	Table 2-1
RE-4	Not eligible for reenlistment. Non-waivable disqualifications.	Table 2-4
RE-4A	Not eligible for immediate reenlistment. This code is applicable only to enlisted personnel classified for failing to meet citizenship criteria.	Table 2-1

Section VI. REENLISTMENT INTERVIEWS AND COUNSELING

1-23. **General.** Although this regulation prescribes that the maximum reenlistment effort will be made during the latter part of an individual's term of service, reenlistment indoctrination must begin on the day the individual

reports to the unit. Counseling with a view to promoting reenlistment cannot be restricted to the last few months of an individual's term of service, especially among first-term personnel. The scheduled reenlistment counseling proce-

dures prescribed in this section is considered to be the minimum effort and counseling should not be limited to this schedule. In the interest of stability, economy or travel, and continuity of operations, major emphasis by unit commanders will be directed to inducing qualified individuals to reenlist for their present assignment.

1-24. Reenlistment interviews. Full advantage should be taken of the opportunities which reenlistment interviews afford to counsel, suggest, and assist individuals in making a definite plan. These discussions should be related to the grade and length of service of the individual being interviewed, and will be designed primarily to favorably influence his reenlistment intent.

a. Reenlistment interviews further provide an opportunity to extend encouragement, eliminate old grievances, develop self-understanding and self-assurance.

b. Prior preparation is essential for satisfactory interview and will include collection of factual data concerning the individual.

b1. Individuals should not be required to report for interview but should be contacted to arrange for an interview. Group interviews will not be conducted. Individuals will be interviewed separately.

c. During prescribed interviews each individual will be specifically queried as to the existence of civil offenses, convictions, and/or confinement.

d. Particular attention will be given to the applicant's ability to meet current mental standards for Regular Army service. When the individual does not meet current standards, he will be encouraged to participate in appropriate educational development programs in an effort to become qualified prior to the expiration of his current term of service.

1-25. Reenlistment counseling procedures. The unit commander is authorized to waive the unit career counselor's interview prescribed in *c* below when he is convinced, as the result of his

interview, the individual will reenlist immediately. When such action is taken, however, control will be maintained to insure the individual's favorable reenlistment intent has not changed. The commanding officer of the individual will determine the individual's eligibility for reenlistment under the provisions of this regulation.

a. If the individual is not eligible for immediate reenlistment, the unit commander will—

(1) Interview the individual upon assignment and inform him of his ineligibility and what he must do to become eligible.

(2) Determine by observation and job performance whether a request for waiver is warranted. If warranted, a request for waiver (chap. 3) will be initiated promptly and within the time frame specified in paragraph 3-2. When it is determined that waiver is not warranted, the individual will be apprised of this fact. The DA Form 1315 will be noted to reflect ineligibility for reenlistment.

b. If the individual is eligible for reenlistment, but for cogent reasons is not recommended, the unit commander will promptly initiate a bar to reenlistment under the provisions of section VIII, this chapter. The DA Form 1315 will be annotated accordingly.

c. If reenlistment is recommended by the unit commander and the enlisted person meets the eligibility requirements outlined in this regulation, the following action will be taken:

(1) During the period 8 to 10 months prior to expiration of term of service the individual will be interviewed by his unit commander. If not fully decided, he will be aided in analyzing his own abilities, opportunities, resources, and limitations.

(*a*) At this interview individual problems should be resolved as far as practicable.

(*b*) Each person recommended for retention and who is qualified for options will be presented with a signed copy of the handbook "You Can Go Places" explaining how this handbook provides information on reenlistment opportunities.

(*c*) Personnel will be encouraged to see the unit career counselor for additional information.

(d) This interview will be entered on DA Form 1315.

(2) During the period subsequent to the unit commander's interview, the unit career counselor will contact the individual and conduct an interview in accordance with accepted interview procedures. Current reenlistment opportunities and benefits will be emphasized.

(a) Every effort will be made to obtain a reenlistment decision.

(b) Assistance from full-time reenlistment personnel at higher headquarters should be solicited to supplement unit reenlistment efforts.

(c) Interview by the full time and unit career counselor will be recorded on DA Form 1315.

★(3) All personnel on their first tour of

Army service or who, upon expiration of current term of service, will have 4 or less years service for pay purposes should attend a showing of the film "Something to Build On" approximately 1 to 12 months prior to ETS. Attendance will be recorded on the DA Form 1315.

(4) Commanders will initiate aggressive programs designed to influence recommended first-term enlisted personnel who do not intend to reenlist. Prior to departure from the unit these individuals will be informed of the reenlistment opportunities available to them at time of separation or within 3 months thereafter. In addition, these individuals will be apprised of the provisions of chapter 2, AR 601-210 with respect to grade authorizations for reenlistment after a break in service. An appropriate entry signifying that this interview was conducted will be entered on DA Form 1315.

Section VII. UNFULFILLED OR ERRONEOUS REENLISTMENT COMMITMENTS

★1-26. Policy. a. All claims of unfulfilled or erroneous reenlistment commitments will be investigated promptly. The individual's MPRJ will be reviewed to determine the validity of allegations.

b. The installation commander will report an individual as immediately available for assignment who has a reenlistment commitment which cannot be fulfilled by reassignment action within the major command. The individual will be reported in accordance with chapter 8, AR 614-200 to the Chief of Personnel Operations, ATTN: (see table 1-2, AR 614-200 for office symbol), Washington, DC 20310.

c. Claimants of either unfulfilled reenlistments which cannot be resolved by reassignment action, or erroneous reenlistment commitments will be assisted in the preparation of a

request for correction of unfulfilled or erroneous reenlistment commitment. The request will be submitted by the individual on DA Form 2496 and forwarded through channels to Chief of Personnel Operations, ATTN: EPPAW, Department of the Army, Washington, DC 20310, to arrive in two copies including inclosures. The request will be accompanied by copies of the DD Form 4, all DA Forms 3286 and other statements of understanding, DA 20, SF '88 and SF 93 (if appropriate), a statement of waiver or statement that DA Form 201 does not disclose such, statement that service member was interviewed by a career counselor and that options pertaining to an unfulfilled reenlistment commitment were explained, and other documents or statements pertinent to the case which will assist in making a decision.

Section VIII. BAR TO REENLISTMENT PROCEDURES

1-27. Purpose. This section prescribes procedures for the denial of reenlistment to persons whose reentry into or continued service with the Army is deemed not to be in the best interests of the military service.

1-28. Policy. The policy of the Department of the Army is that only personnel of high moral character, professional competence, and demonstrated adaptability to the requirements of the professional soldier's moral code of exemplary

performance and conduct shall be extended the privilege of reenlisting in the Regular Army. Persons who cannot, or who do not, measure up to and maintain such standards, and whose separation under appropriate procedures is not warranted, will be barred from further service under the provisions of this section.

1-29. Guidelines in the use of bar to reenlistment procedures. *a.* Bar to reenlistment procedures will not be used in lieu of separation action under appropriate regulations such as AR 635-212.

b. Bar to reenlistment procedures will not be used in lieu of trial by courts-martial, nonjudicial punishment, or other appropriate administrative action.

c. The fact that disciplinary or administrative action not resulting in separation has been previously taken does not preclude initiation of bar to reenlistment procedures if such action is deemed appropriate.

d. The fact that an individual may be issued an honorable or general discharge for the current period of service does not preclude initiation of bar to reenlistment procedures to deny the individual subsequent service in the Regular Army.

★*e.* The fact that an individual may have served honorably for a number of years, though considered in the evaluation of his service, does not prohibit the initiation of bar to reenlistment procedures if such action is otherwise appropriate. Bar to reenlistment procedures initiated against persons who have completed 18 or more years of active Federal service may be approved only by Headquarters, Department of the Army. Subject requests will be forwarded through command channels to Commanding Officer, US Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

1-30. Criteria. The development and continued existence of a Regular Army composed of a body of high quality professional men and women demands that every commander be constantly alert to the need to detect and weed out those persons whose character or conduct, abili-

ties or attitudes, motivation or adaptability for military service, proficiency or overall potential value to the Army, and/or general desirability for retention are not consistent with this goal. Commanders must be especially alert to the need to evaluate the advisability or desirability of affording continued military service to individuals of the following, or similar caliber:

a. Untrainable personnel. Continued effort and attention will be given to the early detection of individuals who are in fact untrainable for military service. These individuals who are found to be so lacking in abilities and aptitudes as to require frequent or continued special instruction or supervision will be identified as soon as possible with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into, or further service with, the Regular Army.

b. Unsuitable personnel. Continued effort and attention will be given to the detection of individuals who are in fact unsuitable for military service. These persons may exhibit their unsuitability through interests and/or habits which are detrimental to the maintenance of good order and discipline. They may have records of habitual minor misconduct requiring corrective or disciplinary action. Where possible, these individuals will be identified early in their military service with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into or continued service with, the Regular Army.

c. Individuals against whom bar-to-reenlistment proceedings are initiated. The records of individuals against whom bar to reenlistment proceedings are initiated often disclose the recurrence of one or a combination of the following:

- (1) Late to formations, details, or assigned duties.
- (2) AWOL for 1- to 24-hour periods.

- (3) Losses of clothing and equipment.
- (4) Substandard personal appearance.
- (5) Substandard personal hygiene.
- (6) Persistent indebtedness, reluctance to repay or late payments.
- (7) Recurrent Article 15 punishments.
- (8) Frequent traffic violations.
- (9) "Rides" sick call without medical justification.
- (10) Late returning from pass or leave.
- (11) Misses bed check.
- (12) Cannot follow orders; shirks; takes too much time; is recalcitrant.
- (13) Cannot train for a job; apathetic; disinterested.
- (14) Cannot adapt to military life; uncooperative; involved in frequent difficulties with fellow soldiers.
- (15) Failure to manage personal, marital, and/or family affairs.
- (16) Involvement in discreditable incidents in the civilian community.
- (17) Involved in incidents of moral turpitude evidencing a character deficiency.

1-31. Procedures. An individual's unfitness, unsuitability, and/or failure to maintain the standards required for service in the Regular Army may be manifest soon after entry into the military service or it may not develop or become apparent until after many years of service.

a. The fact that substandard personnel may have been permitted to remain on active duty for a number of years should not deter a current commander from taking action under the provision of this regulation or other appropriate directives if he deems such action proper.

(1) A bar to reenlistment procedure normally should not be initiated against an individual who has been assigned to a unit for less than 90 days.

(2) A bar to reenlistment procedure should not be based on generalities or approxi-

mate dates and/or vague places and times but should be specific and substantiated by official remarks made at the time of each occurrence. It is essential that all instances are made a matter of official record when acts considered unworthy of a member of the United States Army are performed.

(3) A bar to reenlistment is initiated without regard to an individual's ETS or his reenlistment intent.

(4) Normally, a bar to reenlistment procedure will not be initiated against an individual during the last 14 days prior to his departure from the unit to which currently assigned. When a bar to reenlistment is initiated during this period, the commander's certificate will contain a complete explanation of why the action was not taken at an earlier date.

★*b.* The individual's unit commander will prepare a certificate signed in duplicate summarizing the basis for his intent to initiate bar to reenlistment procedures. This will include, if appropriate, the number and dates of courts-martial, incidents of punishment under Article 15, and all other factual and relevant information supporting his recommendation. The commander will refer the certificate to the enlisted person concerned for a statement in his own behalf, if desired, as required by paragraph 7, AR 640-98. The individual will be allowed a period of 30 days for the preparation of his comment and the collection of any documents and/or pertinent materials. An extension to this period may be granted by the individual's unit commander on an individual case basis.

c. Upon receipt of the comment of the individual, the certificate will be indorsed by the brigade/regimental or separate battalion commander, and approved or disapproved by the commander exercising general court-martial jurisdiction, the major commander, or Headquarters, Department of the Army, as follows:

★(1) General courts-martial authority—for persons with less than 10 years service. This authority may be delegated to a general officer who has a judge advocate on his staff for cases arising in that command.

(2) Major commander—for persons with 10 to 18 years of service.

(3) Headquarters, Department of the Army—for persons with 18 or more years of active Federal service.

d. When a certificate has been approved by the appropriate commander, the custodian of the individual's personnel records will place a signed copy in the individual's military Personnel Records Jacket US Army (DA Form 201) where it will remain a permanent part of the file. The remark, "Not recommended for further service," will be entered on the individual's Enlisted Qualification Record (DA Form 20) in accordance with AR 600-200 and the enlisted person concerned apprised that he is barred from reenlistment.

e. Subsequent to placing an approved certificate in the enlisted person's file under the foregoing procedure, the company, detachment, or comparable commander of the unit to which the individual is assigned or attached for duty and administration may submit a recommendation to have the certificate voided. Approval to void such a certificate may be granted by the same authority that approved the certificate originally or, if the individual has moved to another jurisdiction, by the comparable commander therein.

(1) A recommendation to void a bar to reenlistment may be submitted at any time by the individual's unit commander if he feels the individual has proven that he is worthy of retention in the Army. However, the possibility of voiding a reenlistment bar should not be used as an incentive to improve the conduct or performance of lazy or recalcitrant individuals.

(2) An approved bar to reenlistment procedure will be initially reviewed by the appropriate unit commander 6 months after date of approval or 30 days prior to the individual's scheduled departure date from current unit, or date of separation, whichever occurs first. If, as a result of this review, the commander feels the bar to reenlistment should be removed, he will initiate a recommendation to this effect. If the commander feels the bar to reenlistment should remain in effect, he will so notify the custodian

of the individual's personnel records who will enter on the individual's DA Form 20, the following remark: "Bar to Reenlistment reviewed; not recommended for removal, (date)." Subsequent reviews will occur at 6-month intervals and will be reflected by appropriate entries on the soldier's DA Form 20.

★(3) Upon completion of the review(s) prescribed above, the unit commander will inform the individual concerned that the bar to reenlistment has been reviewed and what action was taken. The unit commander will continue to emphasize the seriousness of the bar to reenlistment and the effect it has on promotion eligibility, continued service in the Army, type of discharge received, and possible civilian employment opportunities.

f. The DD Forms 214 (Armed Forces of the United States Report of Transfer or Discharge) of otherwise qualified persons who are separated with a bar to reenlistment in effect are coded RE-3 even though an honorable discharge may be issued.

(1) Commanders of transfer activities will examine the qualification record of each individual undergoing transfer processing and when the remark prescribed in *d* above appears, he will enter in Item 30, DD Form 214, "Table 2-3, AR 601-280 applies—AR 640-98 complied with."

(2) When the remark prescribed in *d* above has been deleted from the DA Form 20, the commander effecting separation will examine the records to determine if proper authorization was granted to make the deletion. If the deletion is not properly substantiated, the individual will be issued a DD Form 214 containing the remark indicated in (1) above.

(3) If the deletion is properly substantiated, separation will be accomplished and no entry will be made in Item 30, DD Form 214.

(4) The code RE-3 will be reflected in the separation documents of all persons separated with a bar to reenlistment in effect except where the code RE-4 is warranted.

**Section IX. CONSIDERATIONS GOVERNING THE ENLISTMENT OF
PERSONS IN THE REGULAR ARMY**

1-32. Eligibility. All persons connected with the processing of applicants for enlistment in the Regular Army will give paramount consideration to the enlistment of quality personnel. An individual's eligibility will be determined on the basis of his ability to meet all requirements or the exceptions thereto and will include procurement of prescribed waivers. If there is any aura of doubt as to the applicant's full qualifications, he must not be accepted.

1-33. Unlawful enlistment, appointment or sep-

aration. Particular attention of all officers and reenlistment personnel will be given to Article 84, Uniform Code of Military Justice, which provides that "Any person subject to the code who effects an enlistment or appointment in, or a separation from the Armed Forces of any person who is known to him to be ineligible for such enlistment, appointment, or separation because it is prohibited by law, regulations, or order, shall be punished as a court-martial may direct." Commanders will give due consideration to the initiation of disciplinary action for violations of the article.

CHAPTER 2

BASIC QUALIFICATIONS FOR REENLISTMENT IN THE REGULAR ARMY

Section I. BASIC ELIGIBILITY CRITERIA

2-1. Basic eligibility criteria for persons currently serving in the Active Army. Male and female applicants for immediate reenlistment in the Regular Army who are currently serving in the Active Army must meet basic eligibility criteria as indicated in table 2-1.

Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army

<i>Item</i>	<i>Criteria</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
a	AGE.....	(1) Be not less than 17 years and not 55 years of age or over (this includes those individuals who will attain age 55 before termination of a new period of contracted service, i.e., reenlistment or extension), and (2) If past 35th birthday and less than 55 years of age, be an age that is not greater than 35 plus the number of years of prior honorable active Federal service completed. (3) Be considered exempt from above age requirements if he can qualify for retirement by age 60 and if he is not age 55 or older with 20 or more years of active Federal service provided he is immediately reenlisted following separation as— (a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty, or (b) An enlisted man last separated from the Regular Army with an honorable or general discharge.	(1) Be not less than 18 years and not 55 years of age or over (this includes those individuals who will attain age 55 before termination of a new period of contracted service, i.e., reenlistment or extension), and (2) If past 35th birthday and less than 55 years of age, be an age that is not greater than 35 plus the number of years of prior honorable active Federal service completed. (3) Be considered exempt from above age requirements if she can qualify for retirement by age 60 and if she is not age 55 or older with 20 or more years of active Federal service provided she is immediately reenlisting following separation as— (a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty, or (b) An enlisted woman last separated from the Regular Army with an honorable or general discharge.	(1) DD Form 373 (Consent or Declaration of Parent or Legal Guardian (For Enlistment of a Minor in the U.S. Armed Forces)) required for men less than 18 and women less than 21 years of age (para 5-4). (2) For age waivers, see table 3-1.
b	CITIZENSHIP.....	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	Waivers not considered. (1) Test scores as recorded on DA Form 20 will be used to determine reenlistment eligibility

**Table 2-1. Basic Eligibility Criteria for Persons Currently Serving
in the Active Army—Continued**

<i>Item</i>	<i>Criteria</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
★c	MENTAL REQUIREMENTS.	(1) Attain scores of 90 or higher on any three or more aptitude areas of the AQB or ACB, or (2) Qualify for exemption from above requirements because he: (a) Has been awarded the Medal of Honor, or (b) Has been awarded the Distinguished Service Cross, Navy Cross, or Silver Star Medal and has not completed 20 years of active Federal service, or (c) Is a partially disabled combat-wounded veteran who has not completed 20 years of active Federal service, or (d) Is currently serving in the Regular Army with less than 20 years active Federal service and demonstrates qualification in his primary MOS, by verification under the Enlisted Evaluation System, or (e) Is currently serving as a commissioned or warrant officer who is authorized to immediately reenlist upon separation as an officer. (Such persons are administered the ACB at their first enlisted duty station.)	(1) Attain scores of 90 or higher on any two or more aptitude areas of the WACB or ACB (Recorded Combat A(CO A) and Combat B(CO B) aptitude area scores are qualifying and will be considered as two separate areas for this purpose), or (2) Qualify for exemption from above requirements because she: (a) Is currently serving in the Regular Army with less than 20 years active Federal service and demonstrates qualification in her PMOS, by verification under the Enlisted Evaluation System, or (b) Is currently serving as a commissioned or warrant officer who is authorized to immediately reenlist upon separation as an officer. (Such persons are administered the WACB or ACB at their first enlisted duty station.)	(2) Persons who do not meet, or qualify for exemption from prescribed standards may be (re) tested with the ACB or WACB, as appropriate, under the provisions of AR 600-200.
★d	EDUCATION.....	Meet educational requirements for promotion to the next higher grade.	Meet educational requirements for promotion to the next higher grade.	
e	MEDICAL.....	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501. (2) Meet any additional requirements prescribed for the specific option for which reenlisting. (3) Be approved for reenlistment by Headquarters, Department of the Army if he is a partially	(2) Present evidence that she has successfully completed the high school level GED Test. (1) Meet retention medical fitness standards prescribed in chapter 3, AR 50-501. (2) Meet any additional requirements prescribed for the specific option for which reenlisting.	Waivers not considered (1) For medical processing see paragraph 5-6. (2) For waiver of medical requirements, see table 3-1.

Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army—Continued

Item	Criteria	Male applicant must—	Female applicant must—	Notes
e	MEDICAL—Continued	disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(3) Be approved for reenlistment by Headquarters, Department of the Army if she is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 or more than 6 months prior to expiration of current term of service.)	
f	MARITAL STATUS.....	Immaterial.....	Immaterial.	
g	DEPENDENTS.....	No restrictions.....	No restrictions.	
h	MORAL AND OTHER ADMINISTRATIVE CRITERIA.	See tables 2-2, 2-3, and 2-4.
★i	GRADE.....	Not exceed the retention ineligibility point outlined in table 2-1.1 before termination of contracted service, i.e., reenlistment or extension.	Not exceed the retention ineligibility point outlined in table 2-1.1 before termination of contracted service, i.e., reenlistment or extension.	For waiver of grade requirements see table 3-1.
★j	MOS EVALUATION SCORE.	Attain a score of 70 or higher in PMOS within a period of 1 year preceding reenlistment date.	Attain a score of 70 or higher in PMOS within a period of 1 year preceding reenlistment date.	Waivers not considered.

Note. A former enlisted member of the Regular Army immediately reenlisting following separation from current active service as an Army commissioned or warrant officer with an honorable discharge or by relief from active duty for a purpose other than to await appellate review of a sentence including dismissal or dishonorable discharge is exempt from the requirements of this table. Such persons are reenlisted in the Regular Army without regard to age, length of service, number of dependents, mental qualifications or any physical disqualification incurred or having its inception while on active duty, and without regard to the existence of a vacancy in the appropriate grade.

★Table 2-1.1. Grade Eligibility Criteria

Grade	Retention Ineligibility Point
E-9.....	30 Years
E-8.....	27 Years
E-7.....	24 Years
E-6.....	20 Years
E-5.....	12 Years
E-4.....	8 Years
E-3 and below.....	3 Years

Note 1. Individuals who have attained official order of merit promotion list status (and E-3 recommended by the unit commander for promotion to grade E-4) will be considered for reenlistment under the criteria of the grade to which they will be promoted.

2. Grade Eligibility Criteria does not apply to persons selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training.

★2-2. Waivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-2 apply may be granted waivers to permit immediate reenlistment. Only those disqualifications occurring during current term of service and disqualifications not previously revealed, regardless of date of occurrence, are considered disqualifying. Requests for waivers should be submitted sufficiently in advance of separation date to permit continuous service. Some of the disquali-

fications listed are waivable only to permit immediate reenlistment; persons granted waivers for these disqualifications who do not reenlist immediately are thereafter ineligible for Regular Army service. For persons who are not granted waivers prior to separation and/or who do not reenlist immediately at the station to which assigned at separation, the RE Code (see table 1-3) will be entered on DA Forms 20 and DD Forms 214 to indicate eligibility for Regular Army service in the future.

★Table 2-2. Waivable Moral and Administrative Disqualifications

Line	Disqualification	Notes
A	Time Lost.....	For waivers see table 3-1.
B	Subject of flagging action UP AR 600-31.....	For waivers see para 3-6.
C	Former enlisted member of the Army currently serving on active duty as a commissioned or warrant officer whose officer service is terminated by a general discharge.	For waivers see para 3-6.
D	Persons currently serving on active duty as commissioned or warrant officers who are separated from their officer status either as a direct result of trial by courts-martial, reclassification and/or elimination proceedings, or by resignation in lieu thereof, and those separated under the provisions of AR 635-100 or AR 635-120.	For waivers see para 3-6.
E	Persons currently serving as Regular Army officers regardless of the conditions under which separated.	For waivers see para 3-6
F	Persons who have been retained on active duty under the provisions of AR 604-10 with the annotation "not eligible for security clearance or assignment to sensitive duties, AR 604-10".	For waivers see para 3-6

2-3. Persons ineligible for immediate reenlistment. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-3 apply are ineligible for im-

mediate reenlistment. Such persons may be eligible to apply for Regular Army reenlistment under the provision of AR 601-210 at a later date.

★Table 2-3. Persons Ineligible for Immediate Reenlistment

Line	Disqualification
A	Persons being separated from current term of service whose DD Forms 214 are coded RE-1A; RE-2A; RE-3; RE-3B; RE-3C and RE-4A.
B	Persons being separated from current term of service with a "Bar to Reenlistment" in effect.
C	Persons being separated from current term of service by reason of hardship or dependency (chap. 6, AR 635-200).
D	Persons serving on unspecified enlistments who resign from current term of service in lieu of other administrative action (chap. 9, AR 635-200).
E	Persons being discharged from current term of service for the good of the service under the provisions of chapter 10, AR 635-200.
F	Men being separated from current term of service under the provisions of AR 635-206 or AR 635-212.
G	Women being separated for marriage, pregnancy, or parenthood (chap. 8, AR 635-200).
H	Women being separated from the Army under the provisions of AR 635-212 for inability to perform their military duties due to a language barrier.
I	Persons who accrue more than 30 days AWOL time during current term of service.

Table 2-3. Persons Ineligible for Immediate Reenlistment—Continued

<i>Line</i>	<i>Disqualification</i>
J	Persons in a nonpromotable status UP AR 600-200.
K	Persons in a surplus-nonretrainable status. This category will be identified IAW quarterly reenlistment controls announced by DA.
L	Persons with two or more convictions by military courts-martial during current term of service. (See Footnote 1)
M	Persons who cannot be granted the appropriate security clearance required for the next higher grade.
N	Persons who have been denied reenlistment under the Qualitative Screening Process UP chapter 4, AR 600-200.

Note 1. Prior conviction cannot be considered until finding of guilty has become final after review of the case has been fully completed. (See Article 76 UCMJ and para 756(2) of Manual for Courts-Martial, United States, 1969 (Revised Edition).)

2-4. Nonwaivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-4 apply, are ineligible for Regular Army reenlistment at any time and requests for waivers will not be submitted.

★Table 2-4. Nonwaivable Moral and Administrative Disqualifications

<i>Line</i>	<i>Disqualification</i>	<i>Men</i>	<i>Women</i>
A	Insane.....	X	X
B	Having a history of psychotic disorders.....	X	X
C	Questionable moral character, history of anti-social behavior, alcoholism, drug addiction, sexual perversion, having frequent difficulties with law enforcement agencies.	X	X
D	Not accepted for further military service pursuant to AR 40-501 because of venereal disease.	X	X
E	Having a history of frequent or chronic venereal disease.....	X	X
F	Separated for unfitness or unsuitability (AR 615-368, 615-369, 635-212).		X
G	Separated for unfitness or unsuitability with 18 or more years of service completed.	X
H	Separated with a "Bar to Reenlistment" in effect after completion of 18 or more years of service.	X	X
I	Conscientious objector or person with religious convictions which preclude unrestricted assignments.	X	X
J	Persons who have received severance pay.....	X	X
K	Rescinded.		
L	Rescinded.		
M	Rescinded.		
N	Separated with other than honorable or general discharge.....		X
O	Reenlistment not clearly consistent with interest of national security under AR 604-10, or who refuse to sign DD Form 98, (Armed Forces Security Questionnaire) or DD Form 398 (Statement of Personal History).	X	X
P	Persons who signed a statement of intent to reenlist, received services based on the statement (such as transportation of dependents, movement of household goods or automobile) then at expiration of term of service (ETS), declined to reenlist.	X	X
Q	Rescinded.		
R	Separated because physically disqualified upon order to active duty (AR 135-300).	X	X
S	Separated under the Military Personnel Security Program (AR 604-10).	X	X
T	Separated for physical disability with entitlement to receive disability severance pay (AR 635-40).	X	X
U	Released from EAD by reason of physical disability and revert to inactive status for the purpose of retirement under the provisions of Title 10, U.S.C., Sections 1331-1337, in lieu of discharge with entitlement to receive disability severance pay (AR 635-40).	X	X

**Table 2-4. Nonwaivable Moral and Administrative Disqualifications—
Continued**

<i>Line</i>	<i>Disqualification</i>	<i>Men</i>	<i>Women</i>
V	Separated for physical disability resulting from intentional misconduct or willful neglect or incurred during period of unauthorized absence. Not entitled to severance pay (AR 635-40).	X	X
W	Separated for physical disability—EPTS—established by physical evaluation board proceedings (not entitled to severance pay) (AR 635-40).	X	X
X	Separated as a conscientious objector (AR 635-20).....	X	X
Y	Separated for physical disability—EPTS—established by medical board and individual made application for discharge by reason of physical disability (not entitled to receive disability severance pay) (AR 635-40).	X	X
Z	Discharge as a result of board action (homosexual acts).....	X	X
AA	Acceptance of discharge (homosexual acts) (AR 635-212).....	X	X
AB	Separated as an alien without legal residence in the United States (para 5-6, AR 635-200).	X	X
AC	Separation for homosexual tendencies (discharge for unsuitability. . . pursuant to recommendation of a board of officers convened under the provisions of AR 635-212).	X	X
AD	Rescinded.		
AE	Rescinded.		
AF	Permanently retired by reason of physical disability (Title 10, U.S. Code, Section 1201 or 1204). (For combat wounded personnel—see AR 601-210).	X	X
AG	Retired after 20 but less than 30 years' active Federal service. (Title 10, U.S.C., Section 3914.)	X	X
AH	Retired after 30 years' active Federal service (Title 10, U.S.C., Section 3917).	X	X
AI	Retired in lieu of discharge under AR 635-212 (homosexuality) (10, U.S.C., 3914).	X	X
AJ	Persons whose DD Forms 214 will be coded RE-4 upon separation..	X	X

Section II. REENLISTMENT PERIODS AND GRADES

2-5. Authorized reenlistment periods. Immediate reenlistments in the Regular Army are authorized for periods of 3, 4, 5, and 6 years. The reenlistment period selected is at the option of the applicant except as otherwise prescribed in table 2-5.

★Table 2-5. Authorized Reenlistment Periods

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized reenlistment period</i>
A	Men and women authorized to immediately reenlist for an option or special program requiring a minimum reenlistment period.	As specified by option or program directive.
B	Persons, except Medal of Honor winners, who are granted waivers for immediate reenlistment.	3 years. Waiver of this authorized reenlistment period may be considered by the Office of Personnel Operations
C	Rescinded.	
D	Rescinded.	

Table 2-5. Authorized Reenlistment Periods—Continued

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized reenlistment period</i>
E	Rescinded.	
F	Persons appointed to pay grades E-7, E-8, and E-9, to whom the restrictions of lines B or C above apply will satisfy the minimum service-in-grade requirements for appointment to these grades.	If current term of service cannot be extended under the provisions of chapter 4 to meet this service-in-grade requirement, applicant may be reenlisted for the minimum authorized period which, when combined with extension, if applicable, will expire on or as soon as possible after service requirement has been met. Authority to waive restrictions for these persons may be delegated to appointment authority.

2-6. Reenlistment grades—general information. Unless otherwise prescribed by this regulation or by special directive, the grade, title, date of rank, and NCO/Specialist status for

enlisted members upon immediate reenlistment in the Regular Army will be the same as that held on date of separation.

★Table 2-6. Rescinded

2-7. Reenlistment grades for special categories. Former enlisted members of the Regular Army separated honorably from current service on active duty as Army commissioned or warrant officers and immediately reenlisting in the Regular Army will be reenlisted in the grade held immediately before commissioned or warrant status unless consideration for a higher grade is requested in accordance with line B, table 2-7.

2-8. Temporary grades for immediate enlistment. Rescinded.

2-9. Permanent grades. Rescinded.

2-10. Categories for which grade determinations must be requested. The office of Personnel Operations will determine the grades to be authorized categories of persons listed in table 2-7 upon immediate reenlistment in the Regular Army. Requests for grade determinations will be submitted sufficiently in advance of separation date to permit continuous service. For processing requests for grade determinations, see paragraph 5-7.

Table 2-7. Categories for Which Grade Determinations Must Be Required

<i>Line</i>	<i>Identity—applicant is—</i>
A	Currently serving as an Army commissioned or warrant officer without prior Regular Army enlisted service.
B	Currently serving as an Army commissioned or warrant officer for whom consideration of a higher grade than that to which entitled by prior Regular Army enlisted service is considered warranted and is requested.
C	Currently serving as an Army commissioned or warrant officer whose officer service is terminated by a general discharge and whose reenlistment is authorized.
D	Rescinded.

CHAPTER 3

WAIVERS

Section I. GENERAL INFORMATION

3-1. General. This chapter prescribes the procedures by which requests for waivers will be initiated and processed to meet the basic qualifications for reenlistment. Procedures to be followed in obtaining approval for the reenlistment of special category applicants such as former officers are contained in chapter 5.

★3-2. Submission of requests. Requests will be submitted through command channels in sufficient time to allow for normal administrative processing and mail transmissions; however, in no event will they be submitted earlier than 9 months nor later than 3 months prior to proposed date of reenlistment, extension, or the signing of a statement of intent to reenlist. This requirement is particularly important for requests pertaining to personnel approaching ETS who desire unbroken service.

a. All requests for waivers and circumstances requiring approval by the Office of Personnel Operations set forth in this chapter will be forwarded to the Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

b. Field commanders authorized to grant waivers under the provisions of this chapter are encouraged to communicate with the Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132, in doubtful cases to seek advice or screening of records pertaining to periods of prior service.

3-3. Validity period. Unless otherwise stated in the waiver instrument, waivers granted under the provisions of this chapter are valid only for the purpose of providing continuous unbroken service for in-service personnel.

★3-4. Administrative instructions. *a. Requests for waivers.* The use of electrical communications for the purpose of requesting waivers is discouraged. Requests for waivers will be submitted on DA Form 3072 (Request for Waiver of Disqualifications for Enlistment/Reenlistment in the Regular Army for In-Service Personnel) and will include a copy of the DA Form 3340 prepared IAW paragraph 5-2.

b. Disposition of approved waivers.

(1) When reenlistment has been accomplished, a notation of the waiver granted will be made in Items 34 and 56 on all copies of the DD Form 4. The waiver instrument, together with any report of investigation and documentary evidence on which the waiver was predicated, will be attached to the original copy of the enlistment contract.

(2) When extension has been accomplished, the waiver instrument together with any report of investigation and documentary evidence on which the waiver was predicated will be attached to the original Oath of Extension of Enlistment (DA Form 1695). A duplicate copy of the waiver instrument will be attached to the duplicate copy of the DA Form 1695.

Section II. WAIVER APPROVAL AUTHORITIES—BASIC ELIGIBILITY CRITERIA

3-5. Substantiation of requests for waiver. *a.* Unless otherwise prescribed in this chapter, re-

quests for waivers will be submitted only for meritorious cases. All requests for waiver will

be fully substantiated with appropriate documentary evidence. Documentation specified in the following table is the minimum required. Such additional documentation as may be considered relevant and of value in reaching a sound decision on the request may also be included.

★*b.* The authority to determine whether a case is meritorious rests at all levels of command. Any case not considered meritorious and warranting a recommendation for approval will be disapproved by the considering authority without further processing.

★**Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria**

<i>Line</i>	<i>Comment</i>
1	<p>Overage.</p> <p>a. Waivers of overage may be granted by the Chief of Personnel Operations to otherwise qualified personnel as follows:</p> <p>(1) Those Regular Army personnel who cannot acquire the necessary minimum active Federal service to qualify for retirement by age sixty when it is determined that there is an implied or actual moral obligation based on long active Federal service.</p> <p>(2) Regular Army members age 55 or over, or who will attain age 55 before termination of new period of contracted service by reenlistment or extension, who are eligible for retirement and who meet the requirements specified below may be recommended to OPO for waivers by major commanders:</p> <p>(a) Individual has been awarded the Medal of Honor, Distinguished Service Cross, or Navy Cross.</p> <p>(b) Individuals who through a number of years of assignment in the current unit or activity adds considerably to its morale and prestige.</p> <p>(c) Individual whose performance has been outstanding when compared with others of equal grade and ability and who possess a critical Military Occupational Specialty (a critical MOS is one which requires extensive training and has a low reenlistment rate).</p> <p>b. Waivers of a(2) above granted by Chief of Personnel Operations will not authorize retention of the individual beyond the last day of the month in which he attains age 60.</p> <p>c. Requests for waivers, with reasons therefor, should be made sufficiently in advance of separation to permit continuous service.</p>
2	<p>Mental Requirements</p> <p>a. Waivers for mental requirements are authorized only for persons currently serving in the Regular Army.</p> <p>b. Waivers are valid only for immediate reenlistment and therefore must be requested sufficiently in advance of separation to permit continuous service.</p> <p>c. Waivers are authorized only until the individual attains retirement eligibility with 20 years of active Federal service. Persons requesting waivers of mental requirements who will attain 20 years active Federal service on or before expiration of enlistment in which currently serving will be advised concerning their eligibility to apply for retirement. They will be informed that in the event they decline to submit such an application, they will be discharged upon expiration of current term of service and thereafter will be ineligible for reenlistment in the Regular Army, unless he qualifies for exemption from mental standards under the provisions of table 2-1, or can meet eligibility requirements of AR 601-210.</p> <p>d. All applicants for waiver of this qualification must have been recommended by their immediate unit commanders.</p> <p>e. Commanders exercising general court-martial jurisdiction over the individual concerned may, upon the recommendation of the unit commander, approve waivers for:</p> <p>(1) Regular Army male personnel with 15 or more years of active Federal Service completed.</p> <p>(2) Regular Army female personnel with 10 or more years of active Federal service completed when recommended by the WAC unit commander.</p>

**Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria
—Continued**

<i>Line</i>	<i>Comment</i>
	<p><i>f.</i> The Chief of Personnel Operations may, upon recommendation of the major commander concerned, approve waivers for:</p> <p>(1) Regular Army female personnel with less than 10 years of active Federal service completed provided recommended by the WAC unit commander.</p> <p>(2) Regular Army male personnel with less than 15 years of active Federal service completed who are currently serving in grade E-4 or higher and have attained a standard score of 90 or higher on at least one aptitude area of the Army Qualification Battery or Army Classification Battery.</p> <p>(3) Persons currently serving in the Regular Army who do not meet the criterion in item c(2) (d), table 2-1.</p>
3	<p>Medical Requirements.</p> <p><i>a.</i> Partially disabled personnel will be processed in accordance with chapter 10, AR 635-40.</p> <p><i>b.</i> The Chief of Personnel Operations may grant waivers to persons who do not meet prescribed standards of medical fitness.</p>
4	Rescinded.
5	Rescinded.
6	<p>Lost Time.</p> <p><i>a.</i> Requests for waiver of lost time may be approved by commanders as follows:</p> <p>(1) General courts-martial authority: 1-30 days time lost.</p> <p>(2) Chief of Personnel Operations: More than 30 days time lost.</p> <p><i>b.</i> Requests will be submitted on DA Form 3072.</p>
7	<p>Grade Requirements.</p> <p><i>a.</i> Waiver of grade criteria will be granted by immediate unit commander for persons who have completed 18 years but less than 20 years of active Federal service to permit extension, or reenlistment if necessary, to attain retirement eligibility.</p> <p><i>b.</i> Commanders may submit request for waiver of grade requirement to Chief of Personnel Operations when, in the commander's judgement, circumstances warrant such consideration.</p>

3-6. Other waiver requests. When no specific procedure for a waiver of a particular disqualification has been prescribed in this regulation, and a waiver is not prohibited (table 2-4), personnel who are otherwise qualified for reenlistment may be recommended by the unit commander through channels under the provisions

of this paragraph.

a. Requests for waiver under the provisions of this paragraph will be submitted to the Office of Personnel Operations in accordance with paragraph 3-2.

b. All requests must be fully justified.

CHAPTER 6

REENLISTMENT OPTIONS

Section I. GENERAL

6-1. General. Reenlistment options are designed to merge valid Army requirements with the personal desires of individuals. In order that these two purposes may be best served it is necessary to insure that—

a. Persons accepted for specific options possess the prescribed prerequisites so that their ability to meet the performance requirements which will be expected of them by the Army can be more readily assured.

b. Persons applying for specific options are thoroughly oriented on the precise nature of the commitment being made so that they may be aware of the extent to which their personal desires can be satisfied by the option selected.

6-2. Qualifications. All applicants must be fully qualified for reenlistment under basic eligibility criteria established elsewhere in this regulation. This chapter prescribes those additional requirements which must be met for the specific option involved.

a. Former members of the Peace Corps who served overseas may not be reenlisted for options which would authorize assignment to USASA, any intelligence duties, or to the country in which they served as Peace Corps volunteers. See AR 614-7.

★*b.* Rescinded.

★*c.* Individuals who have been alerted for overseas service either individually or as a unit are eligible only for present duty assignment option (table 6-3); or overseas reenlistment option for assignment to Vietnam (table 6-6) however, qualified applicants who have 6 or less years of service for pay completed may be reenlisted for any option for which qualified at expiration of term of service (ETS).

d. The selection of an option under this regulation is permitted even if it will result in a second or subsequent permanent change of station during the same fiscal year. See AR 614-6.

e. Individuals with 6 or less years service for pay purposes who were awarded a PMOS which required school training of 20 weeks or more are restricted from reenlisting for further MOS training until they have served in their PMOS for the same period of time required by service remaining requirement in chapter 4, AR 600-200. This restriction does not apply to the following:

(1) If the training acquired in the last school course attended of 20 weeks or more is a prerequisite to further training for which the individual desires to reenlist.

(2) At normal ETS.

(3) When attendance of in-service personnel is permitted in accordance with table 3, DA Cir 611-4, Listing of Overstrength and Shortage Enlisted MOS For Use in Specific Personnel Actions.

(4) Individuals with PMOS 04B or 04C who have completed a utilization tour.

f. The provisions of *e* above also apply to individuals who—

(1) Have completed 20 or more weeks of training, including OJT phase, in the Skill Development Base Program.

(2) Are undergoing training scheduled for 20 or more weeks duration.

g. Individuals authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment, will be reenlisted for a pe-

riod of service which will expire no earlier than their current ETS plus 8 months.

h. Regular Army persons who have completed over 6 years service for pay purposes and are not required to take action to meet length of service requirements and do not reenlist immediately at the last duty station to which assigned prior to ETS will be classified as ineligible to reenlist for a period of 93 days after discharge. The individual's separation documents will be coded RE-1A.

★*i.* Individuals serving on stabilized assignments may reenlist for any available option for which qualified without regard to length of time served in their current assignment.

6-3. Enlistment program at reception stations and during basic combat training. Rescinded.

6-4. Reports. Rescinded.

6-5. Dual options. Rescinded.

★**6-6. Waiving reenlistment commitments.** Individuals reenlisted with a specific commitment who subsequently desire to waive their commitment will be required to accomplish and sign a statement in duplicate substantially as follows:

I voluntarily wave my reenlistment commitment made at the time of my reenlistment. I realize and fully understand that I will be assigned in accordance with the needs of the service.

The original of this statement will be forwarded to US Army Personnel Services Sup-

port Center, Fort Benjamin Harrison, IN 46249, and the duplicate will be attached to the copy of the DD Form 4 in the individual's Personnel Records Jacket. When a reenlistment commitment for an authorized assignment is waived prior to the reporting date, approval of cancellation will be obtained from the office which authorized the assignment.

6-7. Reenlistment option tables. Table 6-1 lists the authorized options and provides basic information and guidance which applies to all the reenlistment options, except where modified. Modifications, when applicable, are reflected in the specific reenlistment option table. The provisions of table 6-1 together with the specific reenlistment option table will be followed when reenlisting an applicant under this chapter.

6-8. Dual option. Qualified applicants reenlisting for Army Career Group Option are authorized to select Airborne Training/Duty as an additional option in conjunction with the ACG Option provided the requirements for each option are met, and provided training in the ACG will qualify applicant for an MOS announced as an airborne vacancy in DA Circular 614-5. Applicants reenlisting for the Dual Option in oversea areas where airborne training is not available will complete OJT and be classified in an announced airborne vacancy MOS prior to reassignment to CONUS for the airborne training. Persons reenlisting for Dual Option will complete DA Form 3286-1.

Section II. BASIC REENLISTMENT OPTION TABLES

Table 6-1. Basic

<i>Line</i>	<i>Item</i>	<i>Comment</i>	<i>Table</i>
1	NAME OF OPTION.....	Regular Army Reenlistment Option.....	6-2
		Present Duty Assignment Option.....	6-3
		Army Career Group Reenlistment Option.....	6-4
		Army Service School Reenlistment Option.....	6-5
		Oversea Area Reenlistment Option.....	6-6
		In-Service CONUS Station or Area Reenlistment Option.....	6-7
		Airborne Training/Duty Option.....	6-8
		Special Forces Reenlistment Option.....	6-9
		United States Army Security Agency (USASA) Reenlistment Option.....	6-10

Table 6-1. Basic—Continued

Line	Item	Comment	Table
		MOS for Training and Assignment Under the USASA Reenlistment Option.....	6-10A
		Special Intelligence Duties (AGC 97) Reenlistment Option.....	6-11
		★Air Defense Command (ARADCOM) Reenlistment Option..	6-12
		★ARADCOM Metropolitan Areas of Choice.....	6-12A
		Bandsman Reenlistment Option.....	6-13
		Practical Nurse Reenlistment Option.....	6-14
		In-Service Drill Sergeant Reenlistment Option.....	6-15
		In-Service Reenlistment Option for WAC Training Sergeant/ Instructor Duty.....	6-16
		★In-Service Reenlistment Option for Recruiting Duty.....	6-17
		Reenlistment Option for WAC Personnel for CONUS Station of Choice.....	6-18
2	DESCRIPTION OF OPTION.....	See specific reenlistment option table.	
3	AVAILABLE TO QUALIFIED APPLICANTS.	<p>a. <i>Who:</i></p> <p>(1) Are reenlisting for periods of 3, 4, 5, or 6 years and,</p> <p>(2) Have 6 or less years service for pay purposes or are members of the USAR or NGUS reenlisting in the Regular Army for the first time regardless of the number of years service for pay completed.</p> <p>b. <i>When:</i></p> <p>(1) At any time during the last 90 days of current enlistment.</p> <p>(2) At any time after completion of 8 months active Federal service on current term of service of the following individuals:</p> <p>(a) Regular Army personnel serving on their first enlistment with 6 or less months of prior active duty service, or prior active duty service, all of which was in REP-63 or similar training.</p> <p>(b) Army of the United States personnel inducted into service under Military Selective Service Act of 1967.</p> <p>(c) Personnel of the Army National Guard of the United States and the Army Reserve ordered to active duty without prior RA service.</p>	
4	PREREQUISITES.....	<p>a. Meet basic eligibility criteria prescribed in chapter 2.</p> <p>b. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2.</p>	
5	INFORMATION TO APPLICANTS..	<p>Applicants will be informed of the following:</p> <p>a. The provisions of lines 1 through 4 of specific Reenlistment Option Table and this table.</p> <p>b. Options are for initial assignment only and no promises can be made that the entire enlistment period or any definite portion thereof will be served in the assignment chosen except when specifically stated in option table.</p> <p>c. Individuals reenlisted prior to completion of 21 months active Federal Service (chap. 10, AR 600-200) will permanently lose their entitlement to the variable reenlistment bonus.</p> <p>d. Individuals who take short discharges subsequent to a reenlistment for which reenlistment bonus (and VRB) was paid are subject for prorated recoupment or nonpayment of bonus (and VRB).</p>	
6	OPTION PROCESSING PROCEDURES.	<p>a. Normal processing procedures prescribed by chapter 5.</p> <p>b. If an applicant should fail to reenlist for an authorized assignment, a report of cancellation will be made to the office which authorized the assignment.</p> <p>c. If a change in the applicant's grade and/or MOS occurs prior to reenlistment for authorized assignment, applicant will be reported for confirmation or change of assignment.</p>	

Table 6-1. Basic—Continued

Line	Item	Comment
		d. Reenlistment will be accomplished and all required personnel records prepared or completed prior to the individuals reassignment. Personnel records will be transmitted in accordance with the provisions of AR 640-10.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	a. Processing requirements in the oversea command are the same as those within CONUS except as modified in the option table. b. Applicant with 6 or less years service for pay completed reenlisting in a long tour area is eligible for return to CONUS (or reassignment to another oversea area as appropriate) after completion of 1 year service in the oversea command in which serving at time of reenlistment. Applicant receives credit for completed oversea tour.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	a. DA Form 3286, Parts I, II, IV, and VI—all applicants. b. Part V—if appropriate (all female applicants).
9	RECORD ENTRIES AND ORDERS.	Orders and records of applicants found to be qualified for reenlistment for a specific option will contain entries as follows: a. <i>Orders</i> : Reenlistment orders will specify the option for which the applicant is reenlisting. b. <i>DD Form 4 (Enlistment Contract—Armed Forces of the United States)</i> : (1) <i>Item 12</i> : AR 601-280. (2) <i>Item 48</i> : (Enter reenlistment option).

Section III. Authorized Reenlistment Option Tables
(To be used together with table 6-1)

Table 6-2. Regular Army Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Regular Army Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment to training and/or duty in accordance with the needs of the Army.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Who are not eligible to select another available option regardless of grade or amount of service completed.
4	PREREQUISITES	Comment b, line 4, table 6-1 not applicable to this option.
5	INFORMATION TO APPLICANTS..	No modification.
6	OPTION PROCESSING PROCEDURES.	When appropriate, request assignment instructions in accordance with AR 614-205.
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND.	Line 7, table 6-1 not applicable.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the RA Reenlistment Option is DA Form 3286-3.
9	RECORD ENTRIES AND ORDERS.	No modification.

★Table 6-6. Oversea Area Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	Overseas Area Reenlistment Option.
2	DESCRIPTION OF OPTION.....	<p>Promises to qualified applicants:</p> <p>a. Assignment to one of the following overseas areas of choice:</p> <p>(1) Republic of Vietnam (2) Korea (3) Pacific Area, Long Tour (4) Pacific Area, Short Tour (5) Alaska (6) Caribbean Area (7) Europe</p> <p>b. A guarantee of 12 months in long tour areas or 12 months from date of arrival of command sponsored dependents, whichever occurs later, to the following applicants:</p> <p>(1) Applicants reenlisting from a short tour area. (2) Applicants reenlisting in CONUS with less than 6 months remaining until ETS. (3) Applicants reenlisting in CONUS with less than 6 years service who have completed a normal tour in RVN.</p>
3	AVAILABLE TO QUALIFIED APPLICANTS.	Reenlisting for 4, 5, or 6 year periods (3 years authorized for overseas areas identified as short tour areas in AR 614-30) who are in pay grade E-6 or below regardless of the number of years service completed.
4	PREREQUISITES.....	<p>a. Qualify as a volunteer for overseas service under the provisions of AR 614-30.</p> <p>b. Comment b, line 4, table 6-1 not applicable to persons reenlisting for Vietnam.</p> <p>c. Be qualified in a PMOS for which an overseas requirement exists.</p> <p>d. Have no assignment limitation which would preclude assignment to the overseas area selected to include citizenship status under the provisions of paragraph 3-6, AR 600-200.</p>
5	INFORMATION TO APPLICANTS..	<p>a. Male applicant with over 8 months service who is not otherwise eligible for discharge for the purpose of reenlistment is authorized discharge for the convenience of the Government UP AR 635-200 for the purpose of immediate reenlistment for assignment to Vietnam.</p> <p>b. Applicant reenlisting for assignment to Vietnam which will result in a second or subsequent tour may reenlist for a commitment to a specific unit of assignment under the provisions of paragraph 2-7f, AR 614-30.</p> <p>c. Applicant completing a normal tour in a short tour area is authorized a discharge at the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for assignment to another overseas area.</p>
6	OPTION PROCESSING PROCEDURES.	<p>a. Obtaining assignment instructions (see line 7 for special instructions pertaining to overseas commands):</p> <p>(1) <i>When:</i> Request will be made between 30 and 120 days prior to anticipated date of reenlistment.</p> <p>(2) <i>How:</i> Requests for assignment instructions under this option will be made by telephone in CONUS, AUTOVON 22, extension 50810 or 57291.</p> <p>(3) <i>What:</i> In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-200 and the following:</p> <p>(a) Additional awarded MOS. (b) Desired assignment (3 choices in order of preference). (c) Last overseas area for which a complete tour is credited, DROS. If no complete tour, indicate "none."</p>

Table 6-6. Oversea Area Reenlistment Option—Continued

Line	Item	Comment
		<ul style="list-style-type: none"> (d) Applicants eligibility for concurrent travel of dependents and whether he desires to request concurrent or nonconcurrent travel of dependents. (e) Physical profile code. (f) If applicant is a non-CONUS resident, indicate area of residence.
	b.	<p>Processing required for oversea movement. The unit to which the individual is assigned at time of reenlistment for this option is responsible for the following:</p> <ul style="list-style-type: none"> (1) POR qualification of the individual under the provisions AR 612-2. (2) Informing persons with dependents of the provisions of AR 55-46. (3) Processing persons who are not eligible for or who do not desire to request concurrent travel of dependents as follows: <ul style="list-style-type: none"> (a) Port call instructions will be requested in accordance with chapter 3, AR 55-28. (b) Upon receipt of port call instructions and completion of POR processing, the individual will be reassigned from his current unit to the appropriate USAOSREPLSTA for further assignment to the oversea command. (4) Processing persons who are eligible for and who desire to request concurrent travel of dependents as follows: <ul style="list-style-type: none"> (a) Request for concurrent travel of dependents (unless submission is precluded or suspended by separate DA directives and/or orders) will be transmitted to the oversea commander in accordance with AR 55-46. (b) If request for concurrent travel is approved, the individual will be reassigned from his current unit directly to the specific oversea organization and station. Processing will be in accordance with the provisions of AR 55-46 and port call will be requested in accordance with chapter 3, AR 55-28. (c) If request for concurrent travel is not approved, individual will be processed as outlined in (3) above.
7	SPECIAL INSTRUCTIONS FOR OVERSEA COMMANDS.	<ul style="list-style-type: none"> a. Eligible persons serving in oversea commands with more than 6 years service for pay may apply for this option not earlier than 6 months or later than 1 month prior to completing the prescribed tour for the area in which serving. b. Persons serving overseas with 6 or less years service for pay may apply for this option not earlier than 6 nor later than 1 month prior to anticipated departure date. c. As an exception to above, persons reenlisting for the Republic of Vietnam under this option will be authorized immediate reassignment. d. The request for assignment instructions for another oversea command will be submitted in writing by the oversea commander to the Chief of Personnel Operations, ATTN: EPCMR-RECAP; or by telephone, AUTOVON 22, extension 53330 or 55604.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	<ul style="list-style-type: none"> a. Part VI for the Oversea Area Reenlistment Option is DA Form 3286-8. b. If the provisions of Comment b, Line 2 of this table applies to applicant, modify Part VI, DA Form 3286-8 as follows: <ul style="list-style-type: none"> (1) Add to Item 1 b: NA See 2 below. (2) Add to Item 2: I further understand that I am guaranteed 12 months in the oversea area of my choice or 12 months from date of arrival of my command sponsored dependents, whichever occurs later.
9	RECORD ENTRIES AND ORDERS.	<ul style="list-style-type: none"> a. <i>Orders.</i> Reenlistment orders will specify applicant is an enlistee for the Oversea Area Reenlistment Option under the provisions of table 6-6 and will include additional information as follows: <ul style="list-style-type: none"> (1) Assignment control number (ACN). (2) Date of Authorization. (3) Oversea organization and station.

Table 6-6. Oversea Area Reenlistment Option—Continued

Line	Item	Comment
		b. <i>DD Form 4</i> :
		(1) <i>Item 54</i> . If comment b, line 5 applies, enter the following as an exception to instructions in item 54, table 7-1: Initial assignment to (unit or organization for which the applicant reenlisted).
		(2) <i>Item 56</i> : Ref <i>Item 48</i> : Initial assignment authorized by ACN (number) per (DA instrument of authority) (date).

★Table 6-7. In Service CONUS Station or Area Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION.....	In-Service CONUS Station or Area Reenlistment Option.
2	DESCRIPTION OF OPTION.....	This option is for 12 month stabilization provided a requirement exists within current priorities at: a. CONUS station or area of choice. b. Unit of choice to division or separate brigade.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Serving overseas reenlisting for 4-, 5-, or 6-year periods regardless of length of service who: a. Are in pay grades E-7 through E-9 and will complete a normal overseas tour in Vietnam. b. Are in pay grade E-6 or below and will complete a normal overseas tour in any overseas area. If reenlisting for a unit of choice as provided in Line 5 b, a three (3) year period of enlistment is authorized. c. Are serving on their first term of service without prior active duty service and with an ETS prior to completion of a normal tour.
4	PREREQUISITES.....	Applicant must— a. Complete a normal overseas tour; or if serving on first term of service, have an ETS prior to completion of a normal tour. b. Be qualified in an MOS for which a requirement exists at the CONUS station or area for which applying. c. Have no assignment limitation which will preclude assignment to the station or area of choice.
5	INFORMATION TO APPLICANTS..	a. Individuals who will complete a normal overseas tour of duty are authorized discharged for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option. b. Applicants, E-6 and below, who will complete a normal tour in Vietnam may reenlist for a commitment to a specific unit of assignment to division or separate brigade level.
6	OPTION PROCESSING PROCEDURES.	a. Obtaining Assignment Instruction. (1) <i>When</i> : Requests will be made not earlier than 6 months nor later than 1 month prior to date eligible to return to CONUS. (2) <i>How</i> : (a) Assignment authorizations will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPCMR-RECAP; extension 53330 or 55604. (b) Upon receipt of a telephone call or communication requesting assignment authorization for a specific CONUS station, the Office of Personnel Operations will determine CONUS station requirement. If a requirement does not exist an alternate assignment will be offered prospective reenlistee. (3) <i>What</i> : In his request for assignment instructions the career counselor will report the personnel data required by AR 614-205 and the following: (a) Additional awarded MOS.

★Table 6-7. In Service CONUS Station or Area Reenlistment Option
—Continued

Line	Item	Comment
		(b) Desired station or area (3 choices in order of preference of which one must be an Army area). If reenlisting for commitment to a specific unit of assignment, report 3 choices in order of preference. (c) Date departed United States and date normal overseas tour will be completed. (d) Physical profile code.
		b. Patients: Personnel who are evacuated from an overseas command through hospital channels may elect this option upon their availability for reassignment providing they have credit for completion of normal overseas tour.
		c. Applicant's unit will, at the time of reenlistment, take action necessary to cancel/delete any CONUS assignment made or pending through AOR channels.
		d. Personnel with 6 years or less service for pay purposes who complete their overseas tours and who are being returned to CONUS for separation and who do not elect this option overseas, may elect to reenlist for this option after arrival in CONUS by reenlisting immediately.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	Line 7, table 6-1 not applicable to this option. See line 6 above.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the In-Service CONUS Station or Area Reenlistment Option is DA Form 3286-19.
9	RECORD ENTRIES AND ORDERS.	a. Orders: Reenlistment orders will specify applicant is an enlistee for the CONUS Station or Area Reenlistment Option under the provision table 6-7, and include additional information as follows: (1) Assignment Control Number (ACN). (2) Date of authorization. (3) CONUS Station or area to which assigned; or unit of assignment if reenlisting for commitment to a specific unit. b. DD Form 4: Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).

<i>Line</i>	<i>Item</i>	<i>Comment</i>
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI—for the Special Intelligence Duties (ACG 97) Reenlistment Option is DA Form 3286-13.
9	RECORD ENTRIES AND ORDERS	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Special Intelligence Duties Reenlistment Option under the provisions of table 6-11, and will include the following additional information:</p> <ul style="list-style-type: none"> (1) Report date to U.S. Army Intelligence School, if applicable. (2) Initial unit of assignment, if applicable. (3) Approval authority and date. (4) Two copies of the reenlistment orders will be furnished the Chief of Personnel Operations, ATTN: EPADS-I, Department of the Army, Washington, DC 20310 within 15 days of reenlistment date. <p>b. <i>DD Form (Enlistment Contract—Armed Forces of the United States)</i>:</p> <ul style="list-style-type: none"> (1) <i>Item 48</i>: Special Intelligence Duties Reenlistment Option (ACG 97) with initial assignment to (unit, if applicable). (2) <i>Item 56</i>: Ref Item 48: OPO acceptance per (cite authority) (date).

Table 6-12. United States Army Air Defense Command (USARADCOM) Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	USARADCOM Reenlistment Option
2	DESCRIPTION OF OPTION	Promises initial assignment to a surface-to-air guided missile (SAM) unit of the United States Army Air Defense Command (USARADCOM) located in or near a metropolitan area of choice selected from the list of locations shown in table 6-12A, provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS	Reenlisting for 4, 5, or 6 year periods who are in grade E-6 or below.
4	PREREQUISITES	<p>a. Meet citizenship requirements as follows:</p> <ul style="list-style-type: none"> (1) MOS 16B—Native born (2) MOS 16C—Native born (3) MOS 16D—Native born (4) MOS 16E—Native born (5) MOS 16H—U.S. Citizen (6) MOS 16K—U.S. Citizen <p>b. Meet the requirements of AR 611-15 (Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Positions).</p> <p>c. Have a numerical designation of "1" under the "S" (Psychiatric) factor of the physical profile serial "PULHES."</p> <p>d. Not have a history of mental instability, juvenile delinquency, or criminal tendencies.</p> <p>e. If reenlisted with a training assignment in an MOS of Army Career Group 16, meet, without exception the school prerequisites established in DA Pam 350-10 (U.S. Army Formal Schools Catalog).</p>
5	INFORMATION TO APPLICANTS	a. Indicate in order of preference 8 of the locations listed in table

**Table 6-12. United States Army Air Defense Command (USARADCOM)
Reenlistment Option**

Line	Item	Comment
		6-12A one of which will serve as the basis for his initial assignment provided a vacancy exists. If no suitable vacancy exists at either of the 3 locations chosen, the applicant will be permitted to select in order of preference 3 other locations which he is willing to accept.
	b.	Acceptance by the CGUSARADCOM is required for reenlistment for this option.
	c.	Persons assigned to ARADCOM in the MOS covered by this option are subject to the selection and retention criteria prescribed in AR 611-15 throughout the period of their training and assignment. The applicant will be permitted to review AR 611-15 and his attention will be called specifically to the provisions of section II, and paragraph 16 thereof.
	d.	If accepted for reenlistment for ARADCOM under this option, he will be assigned for training and/or duty in one of the following MOS only: <ol style="list-style-type: none"> (1) MOS 16B—Hercules Missile Crewman. (2) MOS 16C—Hercules Fire Control Crewman. (3) MOS 16D—Hawk Missile Crewman. (4) MOS 16E—Hawk Missile Fire Control Crewman. (5) MOS 16H—Air Defense Artillery Operations and Intelligence Assistant. (6) MOS 16K—Fire Distribution Systems Crewman.
	e.	If he is accepted for training in MOS 16B, 16C, 16D, 16E, 16H, or 16K, he will receive such training at the United States Army Training Center (Air Defense) Fort Bliss, Texas prior to assignment to the USARADCOM metropolitan area of choice. However, personnel reenlisted in MOS 16K may receive OJT in lieu of formal school training.
	f.	Men accepted for reenlistment for this option who are already qualified in one of the MOS listed above will proceed directly to the unit of assignment designated by the CGUSARADCOM.
	g.	The training to which an applicant is assigned depends on his individual qualifications and USARADCOM requirements at the metropolitan area of choice selected
	h.	Missile units of USARADCOM are located in or in proximity to the metropolitan areas shown in table 6-12A. It must be understood by the applicant that these are "area" assignments and are not necessarily within "city limits."
	i.	Provided ARADCOM SAM units continue to exist in the area, men reenlisted for this option who have not previously served with USARADCOM are guaranteed a 12-month stabilized tour in their initial area of choice. Personnel who receive OJT in lieu of formal school training are guaranteed a 14-month stabilized tour in their initial area of choice.
	j.	Should all USARADCOM SAM units in the area of initial assignment be relocated or inactivated, men who have not yet completed the stabilized period promised will: <ol style="list-style-type: none"> (1) Be permitted to select three areas of choice where ARADCOM SAM units with vacancies in their PMOS are located. (2) If they do not make a selection, be reassigned to other ARADCOM units designated by the CGUSARADCOM to complete the period of stabilization remaining in their enlistment commitments. (3) Be required to complete the period for which reenlisted.

**Table 6-12. Army Air Defense Command (ARADCOM) Reenlistment
Option—Continued**

Line	Item	Comment
6	OPTION PROCESSING PROCEDURES.	<p><i>k.</i> The reenlistment commitment of men who have previously served with ARADCOM is considered fulfilled upon their initial assignment to the metropolitan area of choice.</p> <p><i>a. Applicant interview:</i></p> <p>(1) The career counselor will review all relevant documents and interview applicant to establish eligibility for reenlistment for this option with particular attention being given to the requirements of AR 611-15.</p> <p>(2) During the interview, the counselor will determine and/or verify the following items of personnel data which will be used in obtaining authority for reenlistment:</p> <p>(a) Name.</p> <p>(b) Grade.</p> <p>(c) SSN.</p> <p>(d) Physical profile serial and code.</p> <p>(e) Period of reenlistment.</p> <p>(f) Tentative reenlistment date.</p> <p>(g) Marital status.</p> <p>(h) COB/AE score.</p> <p>(i) Current PMOS.</p> <p>(j) Citizenship (native born or naturalized).</p> <p>(k) Security investigation status.</p> <p>(l) Security clearance.</p> <p>(m) Conduct and efficiency.</p> <p>(n) Prior guided missile training, if any.</p> <p>(o) Three metropolitan areas of choice in order of preference.</p> <p><i>b. Obtaining approval for reenlistment.</i></p> <p>(1) When all preliminary processing has been completed, a notice of acceptance and assignment instructions will be requested from the CG, ARADCOM by telephone or message as indicated below. Direct communication between post, camp, and station reenlistment offices and ARADCOM is authorized for the purpose of accomplishing reenlistments under this option.</p> <p>(a) Telephone for immediate instructions: Autovon 692, extensions 2812, 6067, or Area Code 303, telephone 685-8911.</p> <p>(b) Electrical message for assignments within 48 hours (excluding weekends and holidays) of receipt of request: CG, ARADCOM, ATTN: ADGAP-E, Ent Air Force Base, Colorado Springs, Colo.</p> <p>(2) The information indicated on line 6a (2) above will be provided in such assignment requests.</p> <p>(3) Reenlistment for this option may be accomplished only after receipt of notification of acceptance and assignment instructions from the CG ARADCOM. These assignment instructions will include—</p> <p>(a) Designation of MOS in which applicant will be trained, if required.</p> <p>(b) Designation of unit and metropolitan area to which applicant will be initially assigned.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	No modification.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI—for the Army Air Defense Command Reenlistment Option is DA Form 8286-14.
9	RECORD ENTRIES AND ORDER.	<p><i>a. Orders:</i> Reenlistment orders will specify applicant is an enlistee for the ARADCOM Reenlistment Option under the provisions of table 6-12 and will include the following precise information:</p> <p>(1) Ultimate unit of assignment _____ (Unit as authorized by ARADCOM)</p>

Table 6-12. Army Air Defense Command (ARADCOM) Reenlistment Option—Continued

Line	Item	Comment
		Individual assigned to a TDPFO status to USATC (AD), Fort Bliss, TX 79916, for AIT in MOS _____, and further assigned to _____ (4 digits). Individual will report to Bldg 4321, (Metro area as specified by ARADCOM) Fort Bliss, Tex. on _____ (Date).
		(2) ARADCOM Control Number _____
		b. DD Form 4: (Enlistment Contract—Armed Forces of the United States):
		(1) Item 48: ARADCOM Reenlistment Option for assignment within or near (metropolitan area).
		(2) Item 56: Ref Item 48: ARADCOM Notice of acceptance per (enter appropriate authority):
		(a) FONECON (ARADCOM Career Counselor-Requesting Career Counselor).
		(b) ARADCOM Msg (number) (date).
		(c) ARADCOM ltr (subject) (date).

Table 6-12A. ARADCOM Metropolitan Areas of Choice

Line	Item
1	Boston, Massachusetts—Providence, Rhode Island—Hartford, Connecticut.
2	Chicago, Illinois—Gary, Indiana.
3	Chicago, Illinois—Milwaukee, Wisconsin.
4	Key West, Florida.
5	Los Angeles, California.
6	Miami, Florida—Homestead, Florida.
7	Minneapolis, Minnesota—St. Paul, Minnesota.
8	New York, New York.
9	Norfolk, Virginia.
10	Philadelphia, Pennsylvania.
11	Pittsburgh, Pennsylvania.
12	San Francisco, California.
13	Seattle, Washington.
14	Washington, D.C.—Baltimore, Maryland.
★15	El Paso, Texas.

Table 6-13. Bandsman Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION.....	Bandsman Reenlistment Option.
2	DESCRIPTION OF OPTION.....	Promises initial assignment to the Army band of choice or to an Army band unassigned, provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS.	In pay grade E-6 or below.
4	PREREQUISITES.....	a. Meet the bandsman technical proficiency requirements prescribed by the CG, CONARC. b. Be auditioned by an Active Army bandmaster from whom a letter of recommendation is required.

Table 6-15. In-Service Drill Sergeant Reenlistment Option—Continued

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	RECORD ENTRIES AND ORDERS.	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Drill Sergeant Reenlistment Option under the provisions of table 6-15 and include additional information as follows:</p> <p>(1) Assignment Control Number (ACN).</p> <p>(2) Date of authorization.</p> <p>b. <i>DD Form 4</i>:</p> <p>(1) <i>Item 48</i>: Drill Sergeant Reenlistment Option with assignment to (specify as indicated in assignment authorization).</p> <p>(2) <i>Item 56</i>: Ref Item 48: Authorization for assignment control number (ACN) per DA instrument of authority (date).</p>

Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty.
2	DESCRIPTION OF OPTION.....	<p>a. Promises initial assignment to duty as a WAC Training Sergeant or instructor at the United States Women's Army Corps Center (US-WACC) or United States Women's Army Corps School (USWACS), Fort McClellan, Ala.</p> <p>b. Initial assignment is for a stabilized period of 24 months.</p> <p>c. Individuals entering this program in grade E-4 will be promoted to grade E-5 after 30 days outstanding performance of duty. Promotions will be made without regard to time in grade/service and Department of the Army quota.</p>
3	AVAILABLE TO.....	<p>Qualified female applicants immediately reenlisting in the Regular Army for 3-, 4-, 5-, or 6-year periods who:</p> <p>a. Have 30 months continuous service of which 2 years have been served at stations other than the WAC Center or WAC School, Fort McClellan, Ala.</p> <p>b. Are serving in pay grades E-4 through E-7.</p>
4	PREREQUISITES.....	<p>Applicant must:</p> <p>a. Possess minimum profile 111121, with no temporary or permanent limitations for assignment to duties requiring marching, prolonged standing, or physical exercise.</p> <p>b. Must have recorded GT score of 100 or higher.</p> <p>c. Possess excellent personal appearance and military bearing.</p> <p>d. Have demonstrated leadership potential.</p> <p>e. Have excellent conduct and efficiency ratings during current term of service and be recommended by her unit commander.</p> <p>f. Have no record of emotional instability.</p> <p>g. Be 39 years of age or less.</p> <p>h. Meet basic eligibility requirements for reenlistments as modified by the provisions of this table and be accepted for this duty by the CO, U.S. WAC Center, Fort McClellan, Ala.</p> <p>i. Not be receiving proficiency pay (specialty).</p>
5	INFORMATION TO APPLICANTS..	<p>a. Those EW serving as specialists in grades E-6 and E-7 may only apply for instructor positions under this option.</p> <p>b. When a NAC has not been completed, their desire to reenlist for this option must be stated a minimum of 120 days prior to expected reenlistment date in order to provide adequate time for completion of NAC and required processing.</p> <p>c. Applicants are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.</p>

**Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/
Instructor Duty—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
6	OPTION PROCESSING PROCEDURES.	<p>a. Applicant will:</p> <p>(1) In CONUS, submit an application, through channels, to the appropriate major commander. Applications will be forwarded by major commanders to the CO, USWACC.</p> <p>(2) Include a statement indicating choice of duty assignment as instructor, platoon sergeant, or either.</p> <p>b. Applicant's unit commander will forward with a recommendation indicating EW's leadership potential for the choice of duty indicated and EW's conduct and efficiency rating.</p> <p>c. Applications will include a recent 8 x 10 full length photograph of the individual.</p> <p>d. Applications will not be disapproved by an intermediate headquarters prior to submission to CO, USWACC, unless an obvious disqualifying factor previously overlooked by the serving personnel officer is discovered.</p> <p>e. The Commanding Officer, USWACC will forward approved applications to the Chief of Personnel Operations, ATTN: EPADR-CAW, for personnel grade E-6 and below and ATTN: EPADS, for personnel grade E-7 for assignment instructions.</p> <p>f. Upon receipt of assignment instructions, applicant will undergo normal reenlistment processing.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS.	<p>a. Comment b, line 7, table 6-1, not applicable to this option.</p> <p>b. In oversea commands, submit an application through channels to the major oversea commanders not earlier than 8 months or later than 6 months prior to completion of oversea tour. Application will be forwarded by major oversea commander to the CO, USWACC.</p>
8	STATEMENTS FOR ENLISTMENT.	Part VI—for the In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty is DA Form 3286-21-R (image size 7 x 9 $\frac{1}{8}$ inches) (fig. 6-3) which will be reproduced locally on 8- by 10 $\frac{1}{2}$ -inch paper.
9	RECORD ENTRIES AND ORDERS.	<p><i>DD Form 4:</i></p> <p><i>Item 56:</i> Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).</p>

★6-17. In-Service Reenlistment Option for Recruiting Duty

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	In-Service Reenlistment Option for Recruiting Duty.
2	DESCRIPTION OF OPTION.....	Promises initial assignment to recruiting duty in an area of choice where a vacancy exists.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Male and female applicants who meet the prerequisites of Line 4 and who do not require a waiver to reenlist.
4	PREREQUISITES.....	<p>a. Not receiving proficiency pay (Specialty), P-2 or higher.</p> <p>b. Conduct and Efficiency rating: Excellent.</p> <p>c. Outstanding appearance and bearing.</p> <p>d. Age: (WAC) At least 21 years old.</p> <p>e. Grade: NCO or Specialist, E-4 thru E-7 (WAC); E-5 thru E-7, Male.</p> <p>f. Minimum service: 2 years (WAC); 6 years (Male).</p> <p>g. Recorded GT aptitude area score: 95 or higher.</p> <p>h. Hold valid Army or other motor vehicle operators permit and be able to operate a vehicle with a standard transmission.</p> <p>i. High school graduate or equivalent.</p>

Table 6-17. In-Service Reenlistment Option for Recruiting Duty—Continued

Line	Item	Comment
		<p>j. National Agency Check completed or possess a Secret or higher security clearance. Individuals for whom a NAC has not been completed will be advised that their desire to reenlist for this option should be stated a minimum of 120 days prior to reenlistment date to provide adequate time for completion of required processing. A request for a NAC will be submitted for those requiring it in order to be eligible for this option. A favorable NAC does not obviate the requirement in k below.</p> <p>(1) The "return results" portion of DD Form 1584 will read: Commanding General, United States Army Recruiting Command, ATTN: USARCSE, Hampton, Virginia 23869.</p> <p>(2) Requests for reenlistment will be held in abeyance pending results of the NAC.</p> <p>k. A records check at the U.S. Army Investigation Records Depository at Ft Holabird, Maryland, will be conducted by CG, USAREC, IAW para 15, AR 601-275.</p> <p><i>Note.</i> Prerequisites b and f may be waived for male personnel. Requests for waivers will be submitted to Commanding General, United States Army Recruiting Command, ATTN: USARCRO, for final approval or disapproval.</p>
5	INFORMATION TO APPLICANTS..	<p>a. Applicants will be required to successfully complete the Army Recruiting and Career Counseling Course at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana, prior to reporting to his duty station.</p> <p>b. Retention on recruiting duty will be dependent upon their conduct and performance.</p> <p>c. Personnel reenlisting for this option are not eligible for payment of a Variable Reenlistment Bonus in accordance with paragraph 10-3b(3), AR 600-200.</p> <p>d. Applicants are authorized discharge for the convenience of the government under the provisions of paragraph 5-3, AR 635-200 for the purpose of immediate reenlistment for this option. SPN 313 will be cited.</p>
6	OPTION PROCESSING PROCEDURES.	<p>a. Personnel desiring to reenlist for this option will submit their request to the career counselor at the installation where serving. The request will include a list of three locations where he/she would like to be assigned.</p> <p>b. The installation career counselor will arrange to have the applicant appear before an interview board at the nearest U.S. Army Recruiting Main Station.</p> <p>c. Upon notification that an interview board has recommended an individual for recruiting duty, the installation career counselor will request a dossier check from CG, USAREC. Requests will be made by telephone (AUTOVON 680-3414/3438).</p> <p>d. Upon determination by CG, USAREC that an individual is acceptable for recruiting duty, USAREC AG will request assignment instructions from the Office of Personnel Operations and notify the local career counselor of the acceptance. DA RECAP will issue assignment instructions thru USAREC who in turn will advise local career counselors. Should the individual decline to reenlist after the option is offered, the career counselor will notify USAREC and DA RECAP.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	<p>a. Personnel serving in long tour oversea areas are eligible for this option upon completion of 24 months in the long tour area or 12 months after arrival of dependents, whichever is longer.</p> <p>b. Personnel serving in short tour areas are eligible for this option upon completion of the normal oversea tour.</p> <p>c. Interview boards will be arranged as prescribed by table 1-2 of this regulation. For those individuals recommended for recruiting duty by the board, the oversea commander will request a dossier check be made.</p>

Table 6-17. In-Service Reenlistment Option for Recruiting Duty—Continued

Line	Item	Comment
		Requests will be submitted to CG, USAREC, ATTN: USARCAG-P, by electrical transmission. For those individuals accepted by CG, USAREC, the AG USAREC will request assignment instructions from Office of Personnel Operations. CG, USAREC will notify the oversea commander that approval is granted to reenlist the individual for recruiting duty.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for the Recruiting Duty Reenlistment Option is DA Form 3286-18-R (fig. 6-4).
9	RECORD ENTRIES AND ORDERS.	a. Orders. Reenlistment orders will specify that individual is reenlisting for assignment to recruiting duty. b. Item 48, DD Form 4. Enter: "Recruiting Duty Option".

Table 6-18. Reenlistment Option for WAC Personnel for CONUS Station of Choice

Line	Item	Comment
1	NAME OF OPTION.....	Reenlistment Option for WAC Personnel for CONUS station of choice.
2	DESCRIPTION OF OPTION.....	Promises qualified women initial duty assignment to a CONUS station of choice.
3	AVAILABLE TO QUALIFIED APPLICANTS.	Female applicants in CONUS who: a. Have at least 3 years Army service for pay completed, and b. Are serving in pay grade E-6 or below c. Comment a(2), line 3, table 6-1 not applicable to this option.
4	PREREQUISITES WHICH MUST BE MET BEFORE REENLISTMENT.	Applicant must: a. Be qualified in an MOS for which a requirement exists at the CONUS station for which applying. Women eligible for appointment to grade E-4 and below will be limited to assignment to those stations having a WAC unit unless they are authorized to reside off post in accordance with the provisions of AR 600-3. b. Have no assignment limitation which would preclude assignment to the station of choice.
5	INFORMATION TO APPLICANTS..	The unit or organization to which she may be scheduled for assignment does not constitute a part of the reenlistment commitment and that military necessity may require her assignment to another unit or organization at the station for which she is reenlisting.
6	OPTION PROCESSING PROCEDURES.	a. <i>Determination of eligibility.</i> (1) Upon completion of any required medical and mental examinations, the Army career counselor will review all relevant documents and interview the applicant to establish eligibility for reenlistment for this option. (2) During the interview the counselor will determine and/or verify the items of personnel data required by AR 614-205 (U.S. Army Replacement System), and the following: (a) Additional awarded MOS. (b) Desired station of assignment (3 choices in order of preference, one of which must be a major Army area). (c) Oversea area from which last returned, date of return and number of months service, if applicable. (d) Physical profile code.

**Table 6-18. Reenlistment Option for WAC Personnel for CONUS Station
of Choice—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<p><i>b. Obtaining assignment instructions:</i></p> <p>★(1) When all preliminary processing has been completed, assignment authorization will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPCMR-CAW, telephone Oxford 5-0810 or 5-7291. AUTOVON (AUTOVON Voice Network) lines will be used to the maximum.</p> <p>(2) Requests for assignment instructions will not be made earlier than 30 days prior to anticipated date of reenlistment.</p> <p>(3) The personnel data required by AR 614-205 and a(2) above will be reported in requests for assignment instructions.</p> <p>(4) The Office of Personnel Operations will approve or disapprove the request based on requirements of the station requested.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND.	Not applicable to this option.
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Part VI for this option is DA Form 3236-9.
9	RECORD ENTRIES AND ORDERS.	<p><i>a. Orders.</i> Reenlistment orders will include additional information as follows:</p> <p>(1) Assignment Control Number (ACN).</p> <p>(2) DA instrument of authorization.</p> <p>(3) Date of authorization.</p> <p>(4) CONUS station and organization or unit to which assigned.</p> <p><i>b. DD Form 4:</i></p> <p>(1) <i>Item 48:</i> CONUS station of choice for WAC personnel with initial assignment to (specify station). Organization or assignment will not be indicated on DD Form 4.</p> <p>(2) <i>Item 56:</i> Ref Item 48: Authorization for initial assignment ACN (number) per (OPO individual authorizing asgmt) date.</p>

STATEMENTS FOR ENLISTMENT PART VI - PRACTICAL NURSE ENLISTMENT OPTION (AR 601-210 & AR 601-280)	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the Practical Nurse Enlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGEMENT
a	My enlistment for this option assures me of accelerated appointment to Specialist Five, pay grade E-5, provided required prerequisites are met.
b	If I have not previously completed successfully the following training, I will be required to do so before becoming eligible for appointment to pay grade E-5: (1) Basic or basic combat training. (2) Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.
c	If I am required to attend training in MOS 91A (Medical Corpsman) I will be appointed to Specialist Four, pay grade E-4 upon entry into such training if I am not already entitled to this grade.
d	Upon successful completion of training in MOS 91A (if required) I will be appointed to Specialist Five, pay grade E-5, if I am not already entitled to this grade.
e	If I have already completed training required by line b above, I will be appointed to Specialist Five, pay grade E-5, immediately upon my enlistment for this option.
f	Upon successful completion of MOS 91A (Medical Corpsman) training or immediately upon enlistment if training in MOS 91A is not required, I will be awarded MOS 91C, (Clinical Specialist).
g	Upon award of MOS 91C (Clinical Specialist) I will be available for assignment in accordance with the needs of the Army and no promise concerning my future assignment has been made to me.
h	Should I fail to complete any required training I will be reassigned in accordance with the needs of the Army and my enlistment commitment will be considered fulfilled.
i	Should I fail to complete the basic medical training to which assigned, I will be reduced to the grade held prior to entry into such training.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings, I have recorded below in my own words and handwriting, all of the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (at end of statement, applicant will print the word "END"):	
DATE	SIGNATURE OF APPLICANT
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)	
3. All required pre-enlistment processing having been completed, it has been determined that:	
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.	
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____	
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.	
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.	
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT
DATE	TYPED NAME, GRADE, AND SERVICE NO./SOCIAL SECURITY ACCT NO. OF CAREER COUNSELOR

STATEMENTS FOR ENLISTMENT PART VI - IN SERVICE DRILL SERGEANT ENLISTMENT OPTION <small>For use of this form, see AR 601-280; the proponent agency is Office of Personnel Operations.</small>	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the Drill Sergeant Enlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGEMENT
a	My enlistment for this option assures me that provided I meet required prerequisites I will be assigned to the following training center of my choice: TRAINING CENTER OF CHOICE
b	I have not been assured that any specific portion of my term of enlistment beyond 24 months will be spent in the CONUS training center selected.
c	I am aware that if my grade or MOS changes prior to reassignment, I may be ineligible for the station indicated and may be assigned according to my current qualifications and current needs of the Army.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (At end of statement, applicant will print the word "END"):	
DATE	SIGNATURE OF APPLICANT
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION <small>(Applicant will check or complete, as appropriate, statements shown below)</small>	
3. All required pre-enlistment processing having been completed, it has been determined that:	
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.	
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____	
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.	
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.	
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT
DATE	TYPED NAME, GRADE AND SOCIAL SECURITY NO. OF CAREER COUNSELOR

DA Form 3286-20-R, 1 Jun 71

Edition of 1 Apr 68 (Paper size, 8" x 10 1/2"; image size, 7" x 9-4/6") is obsolete.

★Figure 6-2.

STATEMENTS FOR ENLISTMENT			
PART VI - IN SERVICE ENLISTMENT OPTION FOR WAC TRAINING SERGEANT/INSTRUCTOR DUTY			
For use of this form, see AR 601-280; the proponent agency is Office of Personnel Operations.			
TO BE COMPLETED BY ALL APPLICANTS REENLISTING FOR THIS OPTION			
1. In connection with my enlistment in the Regular Army for the WAC Training Sergeant/Instructor Reenlistment Option, I hereby acknowledge that:			
LINE	ACKNOWLEDGMENT		
a	My enlistment for this option assures me that provided I meet required prerequisites I will be assigned to Fort McClellan, Alabama for a stabilized period of 24 months for duty as follows: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%;">USWACC duty as Training Sergeant/Instructor</td> <td style="width: 50%;">USWACS duty as Training Sergeant/Instructor</td> </tr> </table>	USWACC duty as Training Sergeant/Instructor	USWACS duty as Training Sergeant/Instructor
USWACC duty as Training Sergeant/Instructor	USWACS duty as Training Sergeant/Instructor		
b	That my initial assignment shown in item 12 of the DD Form 4 does not constitute any guarantee that my entire term of service or any portion beyond 24 months will be served as a training sergeant/instructor. Further, if I fail to continue to qualify for duty as a training sergeant/instructor, I will be reassigned in accordance with the needs of the Army.		
c	If in grade E4, I will be promoted to grade E5 after 30 days outstanding performance of duty.		
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all spoken and written promises that have been made to me in connection with my enlistment in the Regular Army. (At the end of statement, applicant will print the word "END"):			
DATE	SIGNATURE OF APPLICANT		
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)			
3. All required pre-enlistment processing having been completed, it has been determined that:			
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.			
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____			
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.			
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.			
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT		
DATE	TYPED NAME, GRADE AND SOCIAL SECURITY NO. OF CAREER COUNSELOR		

DA Form 3286-21-R, 1 Jun 71 Edition of 1 Apr 68 (Paper size 8" x 10 1/2"; image size 7" x 9-4/6")
 is obsolete.

★Figure 6-3.

STATEMENTS FOR ENLISTMENT PART VI - WAC RECRUITING DUTY OPTION		
For use of this form, see AR 601-280; the proponent agency is Office of Personnel Operations.		
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION		
1. In connection with my enlistment for the WAC Recruiting Duty Option, I hereby acknowledge that:		
LINE	ACKNOWLEDGMENT	
a	My enlistment for this option assures me that provided I meet required prerequisites I will be initially assigned to WAC Recruiting Duty in one of the following areas of my choice:	
	FIRST CHOICE (Recruiting District)	SECOND CHOICE (Recruiting District)
		THIRD CHOICE (Recruiting District)
b	That if I have not previously qualified for the award of MOS OOE (formerly MOS 075) I will be required to successfully complete the Army Recruiting and Career Counseling Course of Instruction at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana.	
c	That retention of MOS OOE and continuance on recruiting duty will be dependent upon my conduct and performance of duty.	
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with enlistment in the Regular Army (At end of statement, applicant will print the word "End"):		
DATE	TYPED OR PRINTED NAME, GRADE AND SOCIAL SECURITY ACCOUNT NUMBER OF APPLICANT	SIGNATURE OF APPLICANT
DATE	TYPED OR PRINTED NAME, GRADE AND SOCIAL SECURITY ACCOUNT NUMBER OF WITNESSING OFFICER	SIGNATURE OF WITNESSING OFFICER

DA Form 3286-18-R, 1 Jun 71 Edition of 1 Mar 68 (Paper size, 8" x 10 1/2"; image size, 7" x 9 4/6".)
is obsolete.

★Figure 6-4.

CHAPTER 7

PREPARATION OF RECORDS AND FORMS

Section I. MISCELLANEOUS

7-1. General. This chapter provides instructions for the preparation and disposition of various records and forms initiated at the time of reenlistment or extension in the Regular Army. The need for accuracy and completeness in the preparation of these documents cannot be overemphasized. All persons sharing in the responsibility for the preparation, custody, and transmission of these documents must be impressed with the importance of this function.

a. All required forms will be completed and assembled at the place of reenlistment. Entries on one form will be compared with similar entries on other forms and when a discrepancy is noted it will be called to the attention of the applicant for verification.

b. The correctness of entries on basic forms will be firmly established before signatures are obtained. Necessary corrections will be initialed by the applicant and by the enlisting officer.

7-2. Statements for reenlistment. Statements for reenlistment constitute an integral part of the reenlistment contract. Unless otherwise prescribed for a specific option, these statements will be completed as required and signed in duplicate and will be securely fastened to the original and duplicate copies of the DD Form 4. The statements are designed to preclude the possibility of erroneous reenlistments broken reenlistment commitments, and misunderstandings concerning entitlements, assignments, and other matters relating to the reenlistment contract. The statements for enlistment consists of six parts as follows:

a. Part I—General Statement of Understanding, DA Form 3286 (Statements for Enlistment (Parts I through V)).

b. Part II—Statement of Law Violations and Previous Conditions (DA Form 3286). This part will be completed by all applicants, male and female, who reenlist in the Regular Army.

c. Part III—Acknowledgment of Service Obligation Under Military Selective Service Act of 1967 (DA Form 3286). This part does not apply to in-service personnel.

d. Part IV—Dependency Statement (DA Form 3286). This part does not apply to in-service personnel.

e. Part V—Marriage Statement (DA Form 3286). This part will be completed by all female applicants who reenlist in the Regular Army.

f. Part VI—(Specific Option as Indicated in chapter 6). (DA Forms 3286-1 through 3286-23 (chap. 6)). Part VI consists of a statement of understanding pertaining to the specific option for which the applicant is reenlisting. It outlines the conditions of the commitment being made to include a precise statement of the promise made to the individual by the Army and a detailed statement of the requirements the individual must fulfill in order for the promise to be kept.

7-3. DD Form 53 (Notification of Entry into Active Military Service). Rescinded.

7-4. DD Form 98 (Armed Forces Security Questionnaire). This form will be completed by all applicants, male and female, who reenlist in the Regular Army. The form will be completed in accordance with instructions contained in AR 604-10 prior to execution of the oath of reenlistment.

★*a.* Each applicant will be given the orientation prescribed by AR 601-270. Such additional explanation as may be necessary will be afforded those applicants who have questions as to the meaning of any part of the form. Applicants will be provided adequate time to review the entire form thoroughly. Applicants will complete the DD Form 98 in their own handwriting and in accordance with the instructions on the form. The form will be witnessed by a commissioned or warrant officer. Under the "Certification" portion on page 4, DD Form 98, signatures should be identical to the typed name in the "Typed Full Name of Person Making Certification" block and in the "Typed Name of Witness" block.

b. Unless a determination in favor of unqualified acceptance has been made under AR 604-10, it will be presumed that an applicant's reenlistment would not be clearly consistent with national security when he—

(1) Refuses to sign the DD Form 98, or

(2) Signs the DD Form 98 but claims Federal Constitutional privilege under the 5th Amendment or Article 31, Uniformed Code of Military Justice, or

(3) Declines to furnish the requested information for other reasons.

c. A DD Form 98 which is fully completed without qualification will be attached to the duplicate copy of the reenlistment contract. Applicants who refuse to complete or who qualify the DD Form 98 (see AR 604-10), will not be accepted for reenlistment in the Regular Army. In such cases, the DD Form 98 will be forwarded through intelligence channels to the

United States Army Security Group, Fort Holabird, Baltimore, Md., as provided for in AR 604-10.

7-5. Oath of Extension of Enlistment (DA Form 1695). The DA Form 1695 is prepared when a member of the Regular Army or member of the US Army Reserve extends his current Regular Army or Reserve enlistment, as appropriate. The oath is executed in duplicate by the enlisted person and sworn to before a commissioned officer. The extension of enlistment will be recorded on appropriate personnel records and the DA Form 1695 will be disposed of as indicated below:

a. The extension of term of enlistment will be indicated on the morning report prepared for the date when extension is accomplished and will show the term and date of original enlistment or amended enlistment and period of extension.

b. The extension of enlistment will be recorded in the Enlisted Qualification Record as prescribed in AR 600-200.

c. The original of the DA Form 1695 will be attached to the morning report of the individual's organization for that day and forwarded to the servicing data processing unit for processing. After processing, the original oath of extension will be disposed of by the data processing unit in accordance with AR 680-2.

d. The duplicate copy will be attached to the copy of the Enlistment Contract—Armed Forces of the United States (DD Form 4) and filed in the individual's MPRJ in accordance with AR 640-10.

Section II. GENERAL INSTRUCTIONS PERTAINING TO DD FORM 4

7-6. General. Before an applicant signs the enlistment contract the oath of enlistment will be administered and the enlisting officer will explain the exact terms of training or initial assignment agreement and the period of service.

a. The enlisting officer will carefully explain the individual's liability with regard to any

false representations made in statements by the applicant. During the interview, it will be made clear to the applicant that entries on DA Form 3286, Part II—Statements for Enlistment (Statement of Law Violations and Previous Conditions) will include any conviction, regardless of the fact that conviction may have been

expunged, pardoned, or otherwise "wiped out" by the civil court after a period or probation.

b. The enlisting officer will insure that no promises have been made to applicants, either direct or implied, which cannot be substantiated by appropriate regulations. If it is found that applicants have any misunderstanding about the extent of their full reenlistment commitment, a detailed explanation will be furnished by the enlisting officer.

7-7. Preparation instructions for DD Form 4 (Enlistment Contract—Armed Forces of the United States). a. Blue-black or black ink, typewriter or automatic writing machine equipment will be used in preparation of the enlistment contract. The utmost care will be exercised in the preparation of the form in order to eliminate the need for subsequent correction. Any corrections and/or erasures will be initiated by the applicant and by the enlisting officer.

b. Each item will be completed in accordance with instructions outlined below.

c. Overprinting of fixed information on DD Form 4 may be accomplished as prescribed in AR 310-1. The use of rubber stamps is also permitted; however, the use of facsimile rubber stamp signatures is prohibited. Overprinting or the use of rubber stamps is optional. When accomplished, however, it will be limited to the following entries: Items 4, 9, and 15. Branch/Class and component; Name and Location of Activity Effecting Enlistment/Reenlistment/Induction; and, Accepted at, may be overprinted or rubber stamped.

7-8. Disposition instructions. Disposition of the enlistment contract and accompanying forms will be made as follows:

a. *Original.* The original enlistment contract will be inscribed or stamped in the upper right

corner with the name of the individual's first duty station and will be attached to the morning report and forwarded to the serving data processing unit, as prescribed in AR 608-1, together with appropriate statements and documents required by AR 608-1.

b. *Duplicate copy.* The duplicate copy of the enlistment contract, together with required forms and documents, will be filed in the member's MPRJ.

c. *Triplicate copy.* The triplicate copy of the enlistment contract will be disposed of in accordance with instructions issued by the major commanders.

d. *Quadruplicate copy.*

(1) If enlistee is a member of a Reserve component, the quadruplicate copy will be forwarded to the appropriate authority listed in section III, chapter 5. When required by section III, chapter 5, the enlistment contract will be accompanied by a DD Form 368 (Request for Discharge or Clearance from Reserve Component).

(2) If the enlistee is a member of the Army National Guard the quadruplicate copy will be forwarded to the appropriate State adjutant general together with a copy of the DD Form 368, if appropriate.

7-9. Completion of DD Form 4 upon amendment of Regular Army enlistment. Rescinded.

7-10. Completion of DD Form 4 for members immediately reenlisting. For members who immediately reenlist, a new Enlistment Contract (DD Form 4) will be completed in triplicate in accordance with the provisions of table 7-1. The words "IMMEDIATE REENLISTMENT" will be typewritten in upper case letters in the upper left corner of the new enlistment contract.

Table 7-1. Instructions for Completing DD Form 4 Upon Immediate Reenlistment in the Regular Army

Item	Entry
1	SERVICE NUMBER:
	a. Enter the social security number as recorded on the social security number card
	b. SAMPLE ENTRY: 400-27-1576

Table 7-1. Instructions for Completing DD Form 4 Upon Immediate Reenlistment in the Regular Army—Continued

7 TERM OF ENLISTMENT/INDUCTION

Reference: None.

a. Enter on the line preceding the word "Years," the code which designates the period of enlistment, as shown below:

<i>Term of enlistment</i>	<i>Code</i>
2 years.....	2
8 years.....	8
4 years.....	4
5 years.....	5
6 years.....	6

Army; however, all information and assistance will be rendered upon an individual member's request. Enlisted members of the Regular Army are not authorized to hold a Reserve commission or warrant in an Armed Force other than the Army. Applicants for Regular Army reenlistment will be advised of this prohibition.

★5-9. **Application.** Applications for reenlistment in the Regular Army may be accepted from members of the Reserve components in accordance with the time periods specified below:

★a. *U.S. Army Reserve.* Reenlistment may be accomplished at any time, except that reservists on REP-63 training under the RFA-55 or REP-63 Program may not be reenlisted prior to completion of ACDUTRA tour.

★b. *Army National Guard.* Reenlistment may be accomplished at any time except during the performance of any period of active duty for training.

★5-10. **Clearance.** Reenlistment in a regular component has the effect of automatically terminating Reserve status and severing Reserve administrative implications. To insure accurate accounting of Reserve component assets and timely removal from reserve strength, when appropriate, it is essential that Reserve components receive prompt notification of a member's intent to reenlist in the Regular Army. This notification is accomplished through use of the DD Form 368 (Request for Discharge or Clearance from Reserve Component).

★a. The DD Form 368 will be prepared and dispatched by certified mail as indicated below. The return certified mail receipt will be filed as proof of receipt. Reenlistment may be authorized upon return of the approved clearance or after 3 weeks from the date the certified mail is received by the appropriate Reserve addressee, if no reply is received. If an unfavorable reply is received within the 3-week period, the applicant will not be reenlisted.

b. For members of units of the U.S. Army Reserve and Army National Guard, the DD

Form 368 will be prepared and dispatched to the member's unit commander. In the case of Army National Guard members, an information copy of the DD Form 368 will be forward to the adjutant general of the appropriate State.

c. For nonunit members of the U.S. Army Reserve, the DD Form 368 is not required and will not be submitted.

★5-11. **Notification of Reenlisted.** When a member of a Reserve component is reenlisted in the Regular Army, the enlisting officer will promptly notify the appropriate agency listed below so that necessary action may be taken to separate the individual or vacate the commission or warrant, as applicable. The quadruplicate copy of the DD Form 4 will be utilized for this purpose. Should it be required that the certificate of discharge from the Reserves be forwarded to an address other than that shown in Item 41, DD Form 4, a partially completed DD Form 368 will be prepared and appended to the quadruplicate copy of the DD Form 4 when forwarded. The DD Form 368 will contain the enlistee's name, SSAN, date of reenlistment and a completed paragraph 2.

a. *U.S. Army Reserves.*

(1) Unit members: Commanding General, (number) U.S. Army within whose area the USAR unit to which the enlistee is assigned is located, or Oversea Command Headquarters having Ready Reserve Personnel Administration Responsibilities.

(2) Nonunit member (includes reservists assigned to the Ready Reserve Mobilization Reinforcement Pool, Standby Reserve and Retired Reserve): Commanding Officer, U.S. Army Administration Center, 9700 Page Boulevard, St. Louis, MO 63132.

If the individual is not positive of his Reserve assignment, documents will be forwarded as prescribed in (2) above.

b. *Army National Guard.* Commanding officer of the unit to which the individual is assigned. Information copy of DD Form 368 and DD Form 4 to the adjutant general of the appropriate State.

Section IV. ADMINISTRATION OF OATH OF ENLISTMENT AND RELATED MATTERS

★5-12. **Orientation prior to administration of oath.** Prior to administering the oath of enlistment or extension, the enlisting officer will thoroughly explain the provisions of Article 83, the Uniform Code of Military Justice to the applicant. Its significance with respect to the applicant's answers to questions recorded on enlistment forms will be revealed to the applicant, emphasizing that all statements made by the applicant thereon must be correct.

a. The applicant will be informed that anything against the record which may be a bar to enlistment should be disclosed before the oath is administered.

b. The applicant will also be warned that his fingerprints are on file with the Federal Bureau of Investigation and that should he conceal a criminal record, such record will be discovered later and he will be subject to trial by courts-martial for fraudulent enlistment, or in lieu of trial, he may be given an undesirable discharge.

★5-13. **Administration of oath of enlistment.** The oath of enlistment or extension will be administered by a commissioned officer. Suitable arrangements will be made to insure that the oath is administered in a dignified manner and in appropriate surroundings. The flag of

the United States will be displayed prominently near the individual administering the oath. The words "So help me God" may be omitted for those persons who desire to affirm rather than to swear to the oath. Subsequent to enlistment, the substances of Articles 85 and 86, the Uniform Code of Military Justice, will be explained to the individual.

★5-14. **Date of reenlistment antedating reenlistments.** Except as indicated below, the date of reenlistment is the date upon which the oath of enlistment is administered, and it must be shown on the enlistment record above the signature of the officer who administers the oath.

★a. No reenlistment will be antedated without prior approval of The Adjutant General. When reenlistment in the Regular Army of an individual is delayed through no fault of his own, but for the convenience of the Government, and it appears that he has a well-founded claim to have a prior date recorded as the date of reenlistment, a full report of all the facts, with recommendations will be made to the Commanding Officer, U.S. Army Personnel Services Support Center, ATTN: AGPE-R, Fort Benjamin Harrison, IN 46249.

★b. Under no circumstances will a reenlistment be postdated.

★CHAPTER 6

REENLISTMENT OPTIONS

Section I. GENERAL

6-1. General. Reenlistment options are designed to merge valid Army requirements with the personal desires of individuals. In order that these two purposes may be best served it is necessary to insure that—

a. Persons accepted for specific options possess the prescribed prerequisites so that their ability to meet the performance requirements which will be expected of them by the Army can be more readily assured.

b. Persons applying for specific options are thoroughly oriented on the precise nature of the commitment being made so that they may be aware of the extent to which their personal desires can be satisfied by the option selected.

6-2. Qualifications. All applicants must be fully qualified for reenlistment under basic eligibility criteria established elsewhere in this regulation. This chapter prescribes those additional requirements which must be met for the specific option involved.

a. Former members of the Peace Corps who served overseas may not be reenlisted for options which would authorize assignment to US-ASA, any intelligence duties, or to the country in which they served as Peace Corps volunteers. See AR 614-7.

b. An applicant who has been granted a waiver for civil offenses other than minor traffic violations must be informed prior to reenlistment that his choice of options is limited to those which do not require a security clearance.

c. Individuals who have been alerted for oversea service either individually or as a unit are eligible only for present duty assignment option (table 6-3); however, qualified appli-

cants who have 6 or less years of service for pay completed may be reenlisted for any option for which qualified at expiration of term of service (ETS).

d. The selection of an option under this regulation is permitted even if it will result in a second or subsequent permanent change of station during the same fiscal year. See AR 614-6.

★*e.* Individuals with 6 or less years service for pay purposes who were awarded a PMOS which required school training of 20 weeks or more are restricted from reenlisting for further MOS training until they have served in their PMOS for the same period of time required by service remaining requirement in chapter 4, AR 600-200. This restriction does not apply to the following:

(1) If the training acquired in the last school course attended of 20 weeks or more is a prerequisite to further training for which the individual desires to reenlist.

(2) At normal ETS.

(3) When attendance of in-service personnel is permitted in accordance with table 3, DA Cir 611-4, Listing of Overstrength and Shortage Enlisted MOS For Use in Specific Personnel Actions.

(4) Individuals with PMOS 04B or 04C who have completed a utilization tour.

f. The provisions of *e* above also apply to individuals who—

(1) Have completed 20 or more weeks of training, including OJT phase, in the Skill Development Base Program.

(2) Are undergoing training scheduled for 20 or more weeks duration.

★g. Individuals authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment, will be reenlisted for a period of service which will expire no earlier than their current ETS plus 8 months.

★h. Regular Army persons who have completed over 6 years service for pay purposes and are not required to take action to meet length of service requirements and do not reenlist immediately at the last duty station to which assigned prior to ETS will be classified as ineligible to reenlist for a period of 93 days after discharge. The individual's separation documents will be coded RE-1A.

6-3. Enlistment program at reception stations and during basic combat training. Rescinded.

6-4. Reports. Rescinded.

6-5. Dual options. Rescinded.

6-6. Waiving reenlistment commitments. Individuals reenlisted with a specific commitment who subsequently desire to waive their commitment will be required to accomplish and sign a statement in duplicate substantially as follows:

I voluntarily waive my reenlistment commitment made at the time of my reenlistment. I realize and fully understand that I will be assigned in accordance with the needs of the service.

The original of this statement will be forwarded to U.S. Army Personnel Services Support

Center, Fort Benjamin Harrison, IN 46249, and the duplicate will be attached to the copy of the DD Form 4 in the individual's Personnel Records Jacket. When a reenlistment commitment for an authorized assignment is waived prior to the reporting date, a report of cancellation will be made to the office which authorized the assignment.

6-7. Reenlistment option tables. Table 6-1 lists the authorized options and provides basic information and guidance which applies to all the reenlistment options, except where modified. Modifications, when applicable, are reflected in the specific reenlistment option table. The provisions of table 6-1 together with the specific reenlistment option table will be followed when reenlisting an applicant under this chapter.

6-8. Dual option. Qualified applicants reenlisting for Army Career Group Option are authorized to select Airborne Training/Duty as an additional option in conjunction with the ACG Option provided the requirements for each option are met, and provided training in the ACG will qualify applicant for an MOS announced as an airborne vacancy in DA Circular 614-5. Applicants reenlisting for the Dual Option in oversea areas where airborne training is not available will complete OJT and be classified in an announced airborne vacancy MOS prior to reassignment to CONUS for the airborne training. Persons reenlisting for Dual Option will complete DA Form 3286-1.

Section II. BASIC REENLISTMENT OPTION TABLES

Table 6-1. Basic

Line	Item	Comment	Table
1	NAME OF OPTION	Regular Army Reenlistment Option	6-2
		Present Duty Assignment Option	6-3
		Army Career Group Reenlistment Option	6-4
		Army Service School Reenlistment Option	6-5
		Oversea Area Reenlistment Option	6-6
		In-Service CONUS Station or Area Reenlistment Option ..	6-7
		Airborne Training/Duty Option	6-8
		Special Forces Reenlistment Option ..	6-9
		United States Army Security Agency (USASA) Reenlistment Option.	6-10

<i>Line</i>	<i>Item</i>	<i>Comment</i>	<i>Table</i>
		MOS for Training and Assignment Under the USASA Reenlistment Option.	6-10A
		Special Intelligence Duties (AGC 97) Reenlistment Option.	6-11
		United States Army Air Defense Command (USARADCOM) Reenlistment Option.	6-12
		USARADCOM Metropolitan Areas of Choice	6-12A
		Bandsman Reenlistment Option	6-13
		Practical Nurse Reenlistment Option	6-14
		In-Service Drill Sergeant Reenlistment Option	6-15
		In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty.	6-16
		In-Service Reenlistment Option for WAC Recruiting Duty.	6-17
		Reenlistment Option for WAC Personnel for CONUS Station of Choice.	6-18
2	DESCRIPTION OF OPTION	See specific reenlistment option table.	
3	AVAILABLE TO QUALIFIED APPLICANTS	<p>a. <i>Who:</i></p> <p>(1) Are reenlisting for periods of 3, 4, 5, or 6 years and,</p> <p>(2) Have 6 or less years service for pay purposes or are members of the USAR or NGUS reenlisting in the Regular Army for the first time regardless of the number of years service for pay completed.</p> <p>b. <i>When:</i></p> <p>(1) At any time during the last 90 days of current enlistment.</p> <p>(2) At any time after completion of 8 months active Federal service on current term of service of the following individuals:</p> <p>(a) Regular Army personnel serving on their first enlistment with 6 or less months of prior active duty service, or prior active duty service, all of which was in REP-63 or similar training.</p> <p>(b) Army of the United States personnel inducted into service under the Military Selective Service Act of 1967.</p> <p>(c) Personnel of the Army National Guard of the United States and the Army Reserve ordered to active duty without prior RA service.</p>	
4	PREREQUISITES	<p>a. Meet basic eligibility criteria prescribed in chapter 2.</p> <p>b. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2.</p>	
5	INFORMATION TO APPLICANTS	<p>Applicants will be informed of the following:</p> <p>a. The provisions of lines 1 through 4 of specific Reenlistment Option Table and this table.</p> <p>b. Options are for initial assignment only and no promises can be made that the entire enlistment period or any definite portion thereof will be served in the assignment chosen except when specifically stated in option table.</p> <p>c. Individuals reenlisted prior to completion of 21 months active Federal Service (chap. 10, AR 600-200) will permanently lose their entitlement to the variable reenlistment bonus.</p> <p>d. Individuals who take short discharges subsequent to a reenlistment for which reenlistment bonus (and VRB) was paid are subject for prorated recoupment or nonpayment of bonus (and VRB).</p>	

Table 6-1. Basic—Continued

Line	Item	Comment
6	OPTION PROCESSING PROCEDURES	<p>a. Normal processing procedures prescribed by chapter 5.</p> <p>b. If an applicant should fail to reenlist for an authorized assignment, a report of cancellation will be made to the office which authorized the assignment.</p> <p>c. If a change in the applicant's grade and/or MOS occurs prior to reenlistment for authorized assignment, applicant will be reported for confirmation or change of assignment.</p> <p>d. Reenlistment will be accomplished and all required personnel records prepared or completed prior to the individuals reassignment. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND	<p>a. Processing requirements in the oversea command are the same as those within CONUS except as modified in the option table.</p> <p>b. Applicant with 6 or less years service for pay completed reenlisting in a long tour area is eligible for return to CONUS (or reassignment to another oversea area as appropriate) after completion of 1 year service in the oversea command in which serving at time of reenlistment. Applicant receives credit for completed oversea tour.</p>
8	STATEMENTS FOR ENLISTMENT REQUIRED	a. DA Form 3286, Parts I, II, IV, and VI—all applicants.
9	RECORD ENTRIES AND ORDERS	<p>b. Part V—if appropriate (all female applicants).</p> <p>Orders and records of applicants found to be qualified for reenlistment for a specific option will contain entries as follows:</p> <p>a. <i>Orders</i>: Reenlistment orders will specify the option for which the applicant is reenlisting.</p> <p>b. <i>DD Form 4 (Enlistment Contract—Armed Forces of the United States)</i>:</p> <p>(1) <i>Item 12</i>: AR 601-280</p> <p>(2) <i>Item 48</i>: (Enter reenlistment option)</p>

Section III. AUTHORIZED REENLISTMENT OPTION TABLES

(To be used together with table 6-1)

Table 6-2. Regular Army Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	Regular Army Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment to training and/or duty in accordance with the needs of the Army.
3	AVAILABLE TO QUALIFIED APPLICANTS	Who are not eligible to select another available option regardless of grade or amount of service completed.
4	PREREQUISITES	Comment b, line 4, table 6-1 not applicable to this option.
5	INFORMATION TO APPLICANTS	No modification.
6	OPTION PROCESSING PROCEDURES	When appropriate, request assignment instructions in accordance with AR 614-205.
7	SPECIAL PROCESSING INSTRUCTION FOR OVERSEA COMMAND	Line 7, table 6-1 not applicable.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the RA Reenlistment Option is DA Form 3286-3.
9	RECORD ENTRIES AND ORDERS	No modification.

Table 6-6. Oversea Area Reenlistment Option

Line	Item	Comment														
1	NAME OF OPTION	Overseas Area Reenlistment Option.														
2	DESCRIPTION OF OPTION	Promises to qualified applicants, initial duty assignment to one of the following overseas areas of choice: <ol style="list-style-type: none"> a. Republic of Vietnam b. Korea c. USARPAC (short tour) d. USARPAC (long tour) e. Alaska f. Caribbean Area g. Europe 														
3	AVAILABLE TO QUALIFIED APPLICANTS	Reenlisting for 4, 5, or 6 year periods (3 years authorized for overseas areas identified as short tour areas in AR 614-30) who are in pay grade E-6 or below regardless of the number of years service completed.														
4	PREREQUISITES	<ol style="list-style-type: none"> a. Quality as a volunteer for overseas service under the provisions of AR 614-30. b. Comment b, line 4, table 6-1 not applicable to persons reenlisting for Vietnam. c. Be qualified in a PMOS for which an overseas requirement exists. d. Have no assignment limitation which would preclude assignment to the overseas area selected to include citizenship status under the provisions of paragraph 3-6, AR 600-200. 														
5	INFORMATION TO APPLICANTS	<ol style="list-style-type: none"> a. Applicants reenlisting for assignment to Vietnam are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for assignment to Vietnam. b. Applicant reenlisting for assignment to Vietnam which will result in a second or subsequent tour may reenlist for a commitment to a specific unit of assignment under the provisions of paragraph 2-7f, AR 614-30. 														
6	OPTION PROCESSING PROCEDURES	<ol style="list-style-type: none"> a. Obtaining assignment instructions (see line 7 for special instructions pertaining to overseas commands): <ol style="list-style-type: none"> (1) <i>When</i>: Request will be made between 30 and 120 days prior to anticipated date of reenlistment. (2) <i>How</i>: Requests for assignment instructions under this option will be made by telephone in CONUS, AUTOVON 22, following extensions: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Phone Ext.</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>57292</td> <td>Special Category (controlled MOS).</td> </tr> <tr> <td>57293</td> <td>10 Series (Combat Arms & Drill Sgts) MOS.</td> </tr> <tr> <td>57292</td> <td>20-60 Series (Maint & Trans) MOS.</td> </tr> <tr> <td>57294</td> <td>70-90 Series (Gen Spt) MOS.</td> </tr> <tr> <td>57298</td> <td>WACS (E6 & Below).</td> </tr> <tr> <td>57291</td> <td>(24 HOUR CODE-A-PHONE).</td> </tr> </tbody> </table> (3) <i>What</i>: In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-205 and the following: <ol style="list-style-type: none"> (a) Additional awarded MOS. (b) Desired assignment (3 choices in order of preference). (c) Last overseas area for which a complete tour is credited, DROS. If no complete tour, indicate "none." (d) Applicants eligibility for concurrent travel of dependents and whether he desires to request concurrent or nonconcurrent travel of dependents. 	Phone Ext.	Category	57292	Special Category (controlled MOS).	57293	10 Series (Combat Arms & Drill Sgts) MOS.	57292	20-60 Series (Maint & Trans) MOS.	57294	70-90 Series (Gen Spt) MOS.	57298	WACS (E6 & Below).	57291	(24 HOUR CODE-A-PHONE).
Phone Ext.	Category															
57292	Special Category (controlled MOS).															
57293	10 Series (Combat Arms & Drill Sgts) MOS.															
57292	20-60 Series (Maint & Trans) MOS.															
57294	70-90 Series (Gen Spt) MOS.															
57298	WACS (E6 & Below).															
57291	(24 HOUR CODE-A-PHONE).															

<i>Line</i>	<i>Item</i>	<i>Comment</i>
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the Oversea Area Reenlistment Option is DA Form 3286-8.
9	RECORD ENTRIES AND ORDERS	<p>a. <i>Orders.</i> Reenlistment orders will specify applicant is an enlistee for the Oversea Area Reenlistment Option under the provisions of table 6-6 and will include additional information as follows:</p> <ul style="list-style-type: none"> (1) Assignment control number (ACN). (2) Date of Authorization. (3) Oversea organization and station. <p>b. <i>DD Form 4:</i></p> <ul style="list-style-type: none"> (1) <i>Item 54.</i> If comment b, line 5 applies, enter the following as an exception to instructions in item 54, table 7-1: Initial assignment to (unit or organization for which the applicant reenlisted). (2) <i>Item 56:</i> Ref Item 48: Initial assignment authorized by ACN (number) per (DA instrument of authority) (date).

Table 6-7. In-Service CONUS Station or Area Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	In-Service CONUS Station or Area Reenlistment Option.
2	DESCRIPTION OF OPTION	This option is for 12-month stabilization at a CONUS station or area of choice provided a requirement exists within current priorities.
3	AVAILABLE TO QUALIFIED APPLICANTS	<p>Serving overseas reenlisting for 4-, 5-, or 6- year periods regardless of length of service who:</p> <ul style="list-style-type: none"> a. Are in pay grade E-7 through E-9 and will complete a normal overseas tour in Vietnam. b. Are in pay grade E-6 or below and will complete a normal overseas tour in any overseas area.
4	PREREQUISITES	<p>Applicant must—</p> <ul style="list-style-type: none"> a. Complete a normal overseas tour. b. Be qualified in an MOS for which a requirement exists at the CONUS station or area for which applying. c. Have no assignment limitation which will preclude assignment to the station or area of choice.
5	INFORMATION TO APPLICANTS	Individuals who will complete a normal overseas tour of duty are authorized discharged for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.
6	OPTION PROCESSING PROCEDURES	<p>a. Obtaining Assignment Instruction.</p> <ul style="list-style-type: none"> (1) <i>When:</i> Requests will be made not earlier than 6 months nor later than 1 month prior to completion of normal overseas tour. (2) <i>How:</i> <ul style="list-style-type: none"> (a) Assignment authorizations will be requested by telephone or in writing from Office of Personnel Operations, ATTN:

Table 6-7. In-Service CONUS Station or Area Reenlistment Option
—Continued

<i>Line</i>	<i>Item</i>	<i>Office symbol</i>	<i>Phone No.</i>	<i>Comment</i>	<i>Category</i>
		EPADR-MT-R	57292	Special Category (controlled)	MOS.
		EPADR-CAM	57293	10 Series (Combat Arms & Drill Sgts)	MOS.
		EPADR-MT-R	57292	20-60 Series (Maint & Trans)	MOS.
		EPADR-GS-R	57294	70-90 Series (Gen Spt)	MOS.
		EPADR-CAW	57293	WACS (E6 & Below).	
		EPADR	57291	(24 hour Code-A-Phone).	
				(b) Upon receipt of a telephone call or communication requesting assignment authorization for a specific CONUS station, the Office of Personnel Operations will determine CONUS station requirement. If a requirement does not exist an alternate assignment will be offered prospective reenlistee.	
				(3) <i>What:</i> In his request for assignment instructions the career counselor will report the personnel data required by AR 614-205 and the following:	
				(a) Additional awarded MOS.	
				(b) Desired station or area (3 choices in order of preference of which one must be an Army area)	
				(c) Date departed United States and date normal oversea tour will be completed.	
				(d) Physical profile code.	
				b. <i>Patients:</i>	
				Personnel who are evacuated from an oversea command through hospital channels may elect this option upon their availability for reassignment providing they have credit for completion of normal oversea tour.	
				c. Applicant's unit will, at the time of reenlistment, take action necessary to cancel/delete any CONUS assignment made or pending through AOR channels.	
				d. Personnel with 6 years or less service for pay purposes who complete their oversea tours and who are being returned to CONUS for separation and who do not elect this option overseas, may elect to reenlist for this option after arrival in CONUS by reenlisting immediately.	
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND			Line 7, table 6-1 not applicable to this option. See line 6 above.	
8	STATEMENTS FOR ENLISTMENT REQUIRED			Part VI for the In-Service CONUS Station or Area Reenlistment Option is DA Form 3286-19.	
9	RECORD ENTRIES AND ORDERS			a. <i>Orders:</i> Reenlistment orders will specify applicant is an enlistee for the CONUS Station or Area Reenlistment Option under the provision table 6-7, and include additional information as follows:	
				(1) Assignment Control Number (ACN).	
				(2) Date of authorization.	
				(3) CONUS Station or area to which assigned.	
				b. <i>DD Form 4: Item 56:</i> Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).	

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		k. The reenlistment commitment of men who have previously served with USARADCOM is considered fulfilled upon their initial assignment to the metropolitan area of choice.
6	OPTION PROCESSING PROCEDURES	<p>a. <i>Applicant interview:</i></p> <p>(1) The career counselor will review all relevant documents and interview applicant to establish eligibility for reenlistment for this option with particular attention being given to the requirements of AR 611-15.</p> <p>(2) During the interview, the counselor will determine and/or verify the following items of personnel data which will be used in obtaining authority for reenlistment:</p> <p>(a) Name.</p> <p>(b) Grade.</p> <p>(c) SSAN.</p> <p>(d) Physical profile serial and code.</p> <p>(e) Period of reenlistment.</p> <p>(f) Tentative reenlistment date.</p> <p>(g) Marital status.</p> <p>(h) COB/AE score.</p> <p>(i) Current PMOS.</p> <p>(j) Citizenship (native born or naturalized).</p> <p>(k) Security investigation status.</p> <p>(l) Security clearance.</p> <p>(m) Conduct and efficiency.</p> <p>(n) Prior guided missile training, if any.</p> <p>(o) Three metropolitan areas of choice in order of preference.</p> <p>b. <i>Obtaining approval for reenlistment.</i></p> <p>(1) When all preliminary processing has been completed, a notice of acceptance and assignment instructions will be requested from the CG, USARADCOM by telephone or message as indicated below. Direct communication between post, camp, and station reenlistment offices and USARADCOM is authorized for the purpose of accomplishing reenlistments under this option.</p> <p>(a) Telephone for immediate instructions: Autovon 692, extensions 2812, 6067, or Area Code 303, telephone 635-8911.</p> <p>(b) Electrical message for assignments within 48 hours (excluding weekends and holidays) of receipt of request: CGUSARADCOM, ATTN: ADGAP-E, Ent Air Force Base, Colorado Springs, Colo.</p> <p>(2) The information indicated on line 6a (2) above will be provided in such assignment requests.</p> <p>(3) Reenlistment for this option may be accomplished only after receipt of notification of acceptance and assignment instructions from the CGUSARADCOM. These assignment instructions will include—</p> <p>(a) Designation of MOS in which applicant will be trained, if required.</p> <p>(b) Designation of unit and metropolitan area to which applicant will be initially assigned.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	No modification.

**Table 6-12. United States Army Air Defense Command (USARADCOM)
Reenlistment Option—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI—for the United States Army Air Defense Command Reenlistment.
9	RECORD ENTRIES AND ORDER	<p>a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the USARADCOM Reenlistment Option under the provisions of table 6-12 and will include the following precise information:</p> <p>(1) Ultimate unit of assignment</p> <p style="text-align: right;">(Unit as authorized by ARADCOM)</p> <p>Individual assigned in a TDPFO status to USATC (AD), Fort Bliss, TX 79916, for AIT in MOS</p> <p style="text-align: right;">(4 digits)</p> <p>and further assigned to</p> <p style="text-align: right;">(Metro area as specified by ARADCOM)</p> <p>Individual will report to Bldg 4321, Fort Bliss, Tex. on</p> <p style="text-align: center;">(Date).</p> <p>(2) ARADCOM Control Number</p> <p>b. <i>DD Form 4: (Enlistment Contract—Armed Forces of the United States)</i>:</p> <p>(1) <i>Item 48</i>: USARADCOM Reenlistment Option for assignment within or near (metropolitan area).</p> <p>(2) <i>Item 56</i>: Ref Item 48: USARADCOM Notice of acceptance per (enter appropriate authority):</p> <p>(a) FONECON (USARADCOM Career Counselor-Requesting Career Counselor).</p> <p>(b) USARADCOM Msg (number) (date).</p> <p>(c) USARADCOM 1tr (subject) (date).</p>

Table 6-12A. USARADCOM Metropolitan Areas of Choice

<i>Line</i>	<i>Item</i>
1	Boston, Massachusetts—Providence, Rhode Island—Hartford, Connecticut.
2	Chicago, Illinois—Gary, Indiana.
3	Chicago, Illinois—Milwaukee, Wisconsin.
4	Key West, Florida.
5	Los Angeles, California.
6	Miami, Florida—Homestead, Florida.
7	Minneapolis, Minnesota—St. Paul, Minnesota.
8	New York, New York.
9	Norfolk, Virginia.
10	Philadelphia, Pennsylvania.
11	Pittsburgh, Pennsylvania.
12	San Francisco, California.
13	Seattle, Washington.
14	Washington, D.C.—Baltimore, Maryland.

Table 6-13. Bandsman Reenlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Bandsman Reenlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to the Army band of choice or to an Army band unassigned, provided required prerequisites are met.
3	AVAILABLE TO QUALIFIED APPLICANTS	In pay grade E-6 or below.
4	PREREQUISITES	<p>a. Meet the bandsman technical proficiency requirements prescribed by the CG, USCONARC.</p> <p>b. Be auditioned by an Active Army bandmaster from whom a letter of recommendation is required.</p>

ARMY REGULATION }
No. 601-280

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC 1 May 1968

PERSONNEL PROCUREMENT

ARMY REENLISTMENT PROGRAM

Local limited supplementation of this change is permitted, but is not required. If supplements are issued, Army Staff agencies and major Army commands will furnish one copy of each to office of Personnel Operations, ATTN: EPPMI; other commands will furnish one copy of each to the next higher headquarters.

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CHAPTER 1

GENERAL INFORMATION

Section I. GENERAL

★1-1. Purpose. This regulation—

a. Prescribes eligibility criteria governing the immediate reenlistment in the Regular Army of persons currently serving on active duty with the Army.

b. Assists commanders and reenlistment personnel in the conduct of the Army Reenlistment Program.

c. Establishes uniform procedures governing the immediate reenlistment of persons currently serving with the Active Army and outlines specific duties and responsibilities.

★1-2. Scope. This regulation is applicable to all categories of applicants currently serving in the Active Army. The procedures contained herein are designed to standardize the processing of applicants at post reenlistment offices, and at other in-service installations.

1-3. Objectives. The objectives of the Army Reenlistment Program are to—

a. Obtain for the Regular Army, on a long term basis, the maximum number of highly qualified enlisted personnel who are trained in occupations of critical importance as well as those who have demonstrated proficiency and military leadership in other occupations, regardless of criticality. Particular emphasis will be placed on the retention of qualified individuals who are completing their first term of service.

b. Obtain maximum command support at each echelon of command. To stimulate the Army Reenlistment Program for quality personnel through appropriate support, commanders at all echelons may establish reenlistment

competitions down to and including the company/battery level. Commanders will maintain sufficient statistics which will indicate the reenlistment efforts within each company or equivalent unit.

c. Provide continuous and aggressive guidance in the maintenance of a successful reenlistment program.

★1-4. Secretarial authority. a. The establishment of qualifications for reenlistment in the Regular Army is the prerogative of the Secretary of the Army. The Secretary of the Army may deny reenlistment to any individual who otherwise meets the criteria specified in this regulation, except as set forth in b below.

b. Any former member of the Regular Army who has served on active duty as a Reserve commissioned or warrant officer of the Army, or who was discharged as an enlisted member to accept a temporary appointment as a commissioned or warrant officer of the Army is entitled to be reenlisted in the Regular Army provided his commission or warrant officer service was terminated by an honorable discharge or by relief from active duty for a purpose other than that to await appellate review of a sentence including dismissal or dishonorable discharge, and provided application for reenlistment is made within 6 months following such termination (10 U.S.C. 3258).

★1-5. Communication with Department of the Army and other agencies. Applicants for reenlistment will not be advised or instructed to visit or communicate direct with Department of the Army or other governmental agencies, particularly with respect to grades, waivers, and assignments. Whenever possible, their cases

will be disposed of locally. If correspondence with higher authority is necessary, it will be forwarded through channels with appropriate recommendations.

1-6. **Explanation of terms.** Descriptions of terms used in this regulation are as follows:

Volunteer. An individual who applies voluntarily for enlistment or reenlistment in the Regular Army.

b. Enlistee. An individual who voluntarily enrolls as a member of the Regular Army for a period of enlistment.

c. Army. The Regular Army, Army of the United States, Army National Guard of the United States, and the United States Army Reserve.

d. Regular Army. The permanent Army comprising a major component of the United States Army and as used throughout this regulation to distinguish between the other major components.

★*e. Enlistment.* A voluntary enrollment in the Regular Army as an enlisted member. An enlistment is consummated by subscription to the prescribed oath of enlistment. When the term enlistment is applied to membership in a Reserve component or another Armed Force in this regulation, it will be so identified. The term "reenlistment" as used in this regulation includes both "first enlistments" and "reenlistments," as defined in *f* and *g* below and original enlistments in the Regular Army by persons with prior Army service. When it is essential that a distinction be made, these terms, as defined in *f* and *g* will be used.

f. First enlistment. A voluntary enrollment in the Regular Army as an enlisted member for the first time by an individual with no prior Regular Army service or with prior service only in other branches of the Armed Forces.

g. Reenlistments. A second or subsequent voluntary enrollment in the Regular Army.

★*h. Immediate reenlistment.* A voluntary reenlistment in the Regular Army.

tive military service in the Army. This term represents a concurrent action in which the separation documents are not given to the individual until he has been reenlisted in the Regular Army. This term identifies enlistments in the Regular Army for the first time as well as reenlistments.

★*i. Immediate reenlistment. Rescinded.*

j. In-service personnel. Persons currently serving on active duty in the Army.

★*k. Prior service personnel.* This term is applied to in-service personnel with service prior to current active duty commitment.

(1) Prior service personnel have one or more days of completed active duty—

(a) In a regular component of the Armed Forces.

(b) In the Army of the United States (AUS).

(c) On extended active duty in a Reserve component of any of the Armed Forces.

(d) In REP-63 training (previously defined as initial active duty training) as members of the Army National Guard or Army Reserve or similar training for members of the Reserve components of the other Armed Forces under the RFA-55 or REP-63 programs.

(2) Persons who have participated in short periods of ACDUTRA other than as indicated in (1) (d) above are not considered prior service personnel under the provisions of this regulation.

l. Nonprior service personnel. Persons who have—

(1) No previous service in any of the Armed Forces, or

(2) Previous service without completion of one or more days of active duty or active duty for training or REP-63 as defined in *k* above.

m. First term. Prior and nonprior service personnel serving on first enlistments in the Regular Army.

★*n. Within 3 months of separation. Rescinded.*

o. Grade(s). Unless otherwise specified, as used herein, refers to pay grade(s).

p. Persons, applicants, individuals, personnel. Unless clearly applicable to only one sex, these terms apply to both men and women.

q. Major commanders.

(1) Commanding General, United States Continental Army Command.

(2) Commanding Generals of CONUS Armies.

(3) Commanding General, Military District of Washington, U.S. Army.

(4) Commanding General, United States Army Air Defense Command.

(5) Commanding General, U.S. Army Materiel Command.

(6) Commanding General, U.S. Army Combat Developments Command.

(7) Commanding General, U.S. Army Security Agency.

(8) Commanding General, U.S. Army Strategic Communications Command.

(9) Commanding General, U.S. Army Intelligence Command.

(10) Commander, Military Traffic Management and Terminal Service.

(11) Commander, U.S. Army Forces Strike Command.

(12) Major oversea commanders.

(13) Headquarters, Department of the Army agencies.

r. Considered major commanders. The fol-

lowing commanders are considered major commanders for the purpose of approving bars to reenlistments and processing requests for waivers under this regulation:

(1) Commanding General, U.S. Army Recruiting Command.

(2) Commanding General, U.S. Army Hawaii.

(3) Commander, U.S. Army Forces Southern Command.

(4) Commanding General, U.S. Army Vietnam.

(5) Commanding General, U.S. Army Japan.

(6) Commanding General, Eighth U.S. Army.

(7) Commanding General, U.S. Army Support, Thailand.

(8) Commanding General, U.S. Army, Ryukyu Islands.

★1-6.1. Entitlements. Eligibility for payment of pay and allowances accruing by virtue of in-service reenlistment and/or extension are governed by the following regulations:

a. Reenlistment bonus (regular and VRB). See part One, chapter 9, DODPM and chapter 10, AR 600-200.

b. Lump sum payment of accrued leave. See part Four, chapter 4, section A, DODPM.

c. Travel allowances. See volume 1, Joint Travel Regulations.

d. Reenlistment leave. See AR 630-5.

Section II. ARMY REENLISTMENT PROGRAM RESPONSIBILITIES

1-7. General. The retention of qualified, competent enlisted personnel is vital to the success of the Army's mission. The development and maintenance of a well-trained, professional Army is the responsibility of each officer and noncommissioned officer and each has the responsibility of energetic, enthusiastic, and wholehearted support to the reenlistment effort. The success of the Army Reenlistment Program depends upon effective leadership, vigorous command support, and aggressive re-

enlistment programs at all organizational levels. The degree of success achieved in the program can be directly related to the quality of leadership exhibited by officers and non-commissioned officers.

1-8. Responsibilities of major commanders. Major commanders reporting direct to Headquarters, Department of the Army and heads of Department of the Army agencies having command responsibility will implement and

support aggressive reenlistment programs within their commands and will require subordinate commanders to do the same. Commanders will continually provide guidance for units within their commands which require assistance in the conduct of their reenlistment programs. Reenlistment conferences are encouraged.

1-9. Responsibilities of subordinate commanders. Commanders will insure that—

★*a.* Each individual who is serving honorably and faithfully and who meets the eligibility requirements for reenlistment is counseled and interviewed as prescribed by this regulation.

★*b.* Every qualified individual who desires unbroken service is afforded the opportunity of immediately reenlisting.

c. Each individual who meets Officer Candidate School requirements is personally informed of the opportunities and procedures for qualifying as an Army officer candidate. See AR 351-5.

d. Continual effort is given toward early detection of individuals who are untrainable or unsuitable for military service and appropriate action is taken to preclude such individuals from further military service.

e. Personnel assigned to full-time reenlistment duty are fully utilized in the furtherance of the reenlistment effort and that they are provided with necessary transportation, office space, and clerical assistance.

★*f.* Each officer and NCO in his command is continually informed of current reenlistment programs and regulations, and is instructed in his responsibilities in the reenlistment effort to include maximum support and involvement.

g. Officers and noncommissioned officers attend periodic showing of the film "The Company We Keep." The film entitled "The One That Got Away" (MF 12-9323) may be shown at the discretion of the unit commander. However, if used, this film will precede the showing of "The Company We Keep."

★*h.* Commanders of installations and orga-

nizations not authorized career counseling personnel on a primary-duty basis will designate on orders a reenlistment officer and a reenlistment NCO on an additional-duty basis to carry out reenlistment functions.

★*i.* All persons, regardless of race, color, religion, or national origin, will continue to be accorded equal opportunity for reenlistment, appointment, assignment, advancement, professional improvement, promotion, and retention in all components of the Army.

1-10. Duties and responsibilities of reenlistment officers. The reenlistment officer will—

a. Keep the commander informed on all matters pertaining to the reenlistment program.

b. Make a continuing estimate of the reenlistment situation for future planning.

c. Submit recommendations for reenlistment policies or changes thereto, and submit plans to implement the commander's directive.

d. Translate the reenlistment decisions and plans of the commander into orders, and provide for their dissemination to subordinate units.

e. Exercise necessary supervision (including inspections as required) to insure that the reenlistment policies, intentions, and orders of the commander are executed properly.

f. Maintain a constant vigilance for factors that hinder the reenlistment effort within their area.

g. Maintain liaison with local finance, personnel, and public information officers.

h. Maintain sufficient reenlistment statistics to determine the effectiveness of the reenlistment program.

1-11. Duties and responsibilities of career counselor. The career counselor will—

a. Serve as an adviser to superiors in matters relating to the reenlistment program.

b. Interview eligible personnel and provide reenlistment counseling.

c. Provide information and assistance to subordinate units in regard to the latest interviewing and counseling methods together with proper display and use of promotional material.

d. Give presentations to officers and NCO's not assigned to reenlistment duties, or who

are assigned on additional-duty basis, for the purpose of stimulating interest and support of the program at all echelons of command.

e. Procure verified reenlistment/variable reenlistment bonus, and proficiency pay data on the prospective reenlistee from the Unit Personnel Section.

Section III. STAFFING, FACILITY AND PUBLICITY SUPPORT FOR THE ARMY REENLISTMENT PROGRAM

★1-12. Staffing. The basis for determining requirements for career counselor positions is as indicated in table 1-1. Action will be initiated to obtain such personnel, where appropriate, in accordance with AR 310-49. Primary duty career counselor position requirements and authorizations will be documented in the appropriate TDA. A TDA will not be established for the sole purpose of augmenting MTOE to provide career counselor personnel. In a case where a TDA has not been established, the next higher headquarters in the chain of command which does have a TDA (e.g., a group, brigade, division, or major command TDA) should provide for the position as an additional paragraph to that TDA.

a. Grades of career counselor personnel assigned on a primary duty basis will be as prescribed in AR 611-201.

★b. At every echelon below brigade/group or similar size unit level, a noncommissioned officer will be assigned career counseling duties on an additional duty basis unless otherwise provided therein. It is desirable that such personnel be at the E-7 or E-8 levels. The first primary-duty counselor in the chain of command will apprise additional-duty reenlist-

ment NCO of their responsibilities as outlined in paragraph 1-11.

c. At the United States Women's Army Corps Center, one position for the assignment of a Women's Army Corps Career Counselor on a primary duty basis will be established. At other installations where Women's Army Corps units are located, a Women's Army Corps officer and Women's Army Corps non-commissioned officer will be appointed, on an additional-duty basis, and will be furnished properly trained administrative personnel to carry out an effective reenlistment program among female personnel of the command.

★d. Minimum staffing in support of the Army Reenlistment Program for other installations and organizations is as indicated in table 1-1. Sufficient clerical personnel to enable career counselors to carry out an effective reenlistment program will be provided from resources locally available. Career counselors will not be utilized for administrative preparation of separation and reenlistment forms. The use of primary duty career counselors for duties not associated with reenlistment is prohibited. No other functions will be assigned Career Counselors (MOS OOE). This includes designation on orders as additional duty reenlistment NCO.

Table 1-1. Personnel Staffing Authorization for the Army Reenlistment Program

Line	Command	Reenlistment officer		Career counselor	
		Primary duty	Additional duty	Primary duty	Additional duty
1	Headquarters major Army field commands with their major subordinate commands to include armies and MDW (AR 10-5)	1	1
★2	All other commands, e.g., logistical commands, area commands, depots, provisional commands, separate support commands, corps.*				
	a. Enlisted strength over 5,000	1	**1
	b. Enlisted strength under 5,000		1	1
8	Divisions				
	a. Headquarters				
	CONUS	1	2
	Overseas	1	8
	b. Division Artillery			2
	c. Brigade/Regiment/Group			2
	d. Support Command			1
4	Separate Brigades/Regiments/Groups (except ARADCOM)			2
5	ARADCOM battalions			1
6	Echelons below Brigade/Regiment/Group or similar size unit				1
7	Installations *				
	a. Enlisted strength over 5,000	1	**1
	b. Enlisted strength under 5,000			1
8	U.S. Army transfer stations			2

*Exclusive of enlisted strength of units assigned/attached to the command/installation which are authorized career counselor personnel on a full-time basis.

**Additional enlisted spaces authorized on the basis of one for each additional 5,000 enlisted strength or major fraction thereof.

1-13. Reenlistment facilities. a. Reenlistment activities should be carried out in favorable surroundings. Locations in which interviewing, counseling, and related activities take place should insure—

- (1) Privacy.
- (2) An informal, friendly atmosphere.
- (3) An effective display of reenlistment literature.
- (4) Access to all necessary material, directives, and other sources of information essential for interviewing and counseling.

b. A reenlistment office should be centrally located and attractively furnished consistent with the availability of facilities. When available, a separate building is desirable. It will be suitably identified by conspicuous signs posted throughout the installation indicating location and telephone extension. Whenever possible, reenlistment offices should not be a part of or occupy office space with military personnel offices. However, colocation in the same building or in proximity one to the other is desirable.

★1-14. Reenlistment publicity. The Army Reenlistment Program will be supported by promotional materials developed and distributed by Headquarters, Department of the Army. In addition to those items provided by Headquarters, Department of the Army, each command must aggressively publicize reenlistment opportunities within their own capability. The emphasis must be placed on selectivity and care must be exercised in order to utilize only those reenlistment publicity materials which have been shown to be most effective. Publicity provides information which must be factual and presented to those personnel whom the Army desires for continued service. The success of the program depends on effective communication with qualified enlisted personnel. All methods of communication must be exercised to retain these individuals.

a. Reenlistment posters and displays will be prominently featured in all locations frequented by enlisted personnel. Posters will be changed periodically and kept in presentable condition.

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b. Reenlistment material for individuals will be made available at all times. Self-service displays will be maintained in unit areas.

c. Outside displays with all-weather protection should be made where practicable.

d. Local promotional material should be used to the maximum extent consistent with good advertising practices.

e. Distribution and requisition of materials are as follows:

(1) Automatic distribution is made to all major commands when a reenlistment promotional item is printed or reprinted.

★(2) Those items stocked by AG Publication Centers may be requisitioned by submitting DA Form 17 and 17-1 (Requisition for Publications and Blank Forms) addressed:

Through: Commanding General
U.S. Army Recruiting Command,
ATTN: RCAI-A
Hampton, VA 23369

To: Commanding Officer
U.S. Army AG Publications
Center
2800 Eastern Boulevard
Baltimore, MD 21220

(3) Periodically, the Recruiting and Career Counseling Journal will publish a list of those promotional items in support of the reenlistment program currently issued or available for requisition. The Journal also publishes instructions for the use of new promotional items.

★f. All commands are encouraged to submit appropriate articles concerning reenlistment activities for publication in the Recruiting and Career Counseling Journal. Articles will be addressed to—

Commanding General
U.S. Army Recruiting Command
ATTN: RCAI-A
Hampton, VA 23369

Section IV. SELECTION, TRAINING, ASSIGNMENT, AND UTILIZATION OF REENLISTMENT PERSONNEL

1-15. Selection of officer personnel for full-time reenlistment duty. a. Officer personnel selected for assignment to reenlistment duties on a full-time basis will possess the following qualifications:

(1) Grade of first lieutenant or above.

(2) Career officer.

(3) Branch of service that predominates unit, service, or station to which assigned.

(4) Minimum of 1 year command experience.

b. When practicable officers should attend

the Recruiting, Reenlistment, and Induction Course prior to assignment.

1-16. Selection of enlisted personnel for full-time career counseling duty. Individuals currently assigned to career counseling duties who are performing satisfactorily will not be reassigned solely for failure to meet prerequisites prescribed in this section. Commanders will continually evaluate the effectiveness of each individual on career counseling duty to determine whether the individual should continue to be retained on such duty. Commanders will withdraw MOS OOE and reclassify in accordance with section VI, chapter 2, AR 600-200 those who fail to maintain the high standards of career counseling.

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	MANDATORY PREREQUISITES	<p>Applicants for full-time career counseling duties must meet the following prerequisites:</p> <ul style="list-style-type: none"> a. Conduct and efficiency ratings—Excellent. b. Minimum service—6 years (waiver may be granted). c. Noncommissioned officers or specialists grade E-5 or above. d. Standard Score of 110 or higher on Aptitude Area GT (waiver may be granted). e. Rescinded. f. High school graduate or those presenting substantiating data of the successful completion of the High School General Educational Development (GED) test. g. Meet physical, mental, and special requirements for MOS OOE as prescribed in AR 611-201. h. Verified PMOS. i. Credit for at least one complete overseas tour. j. Hold valid Army or State motor vehicle operator's permit. k. Favorable records check of repository files at Fort Holabird, Md.
2	DESIRABLE QUALIFICATIONS	<ul style="list-style-type: none"> a. Ages 24 to 35 years inclusive. b. Past experience in personnel management, interviewing, classification, or sales experience. c. Service in a combat organization.
4	PREPARATION OF APPLICATION	<p>Application will contain information as to the applicant's choice of areas of assignment, in order of preference.</p> <ul style="list-style-type: none"> a. Personnel in CONUS are limited to reassignment within the same Army area (3 choices in order of preference) in which presently serving. b. Personnel serving in overseas commands and requesting duty as career counselors in CONUS are authorized any three choices of area assignment (Army area or major CONUS command). c. Forwarding indorsements will include the information required by paragraph 21, AR 614-6.
5	SUBMISSION OF APPLICATION	<p>Application for duty as career counselor will be made through command channels to the appropriate major commander.</p> <ul style="list-style-type: none"> a. Persons applying in CONUS must be eligible for a permanent change of station. Personnel ineligible for a permanent change of station will be only be considered for career counseling duties at the station to which assigned. b. Persons applying in overseas commands will submit their applications no earlier than 8 nor less than 6 months prior to date of completion of overseas tour.
6	APPOINTMENT AND COMPOSITION OF INTERVIEW BOARDS	<ul style="list-style-type: none"> a. Appointment: Boards for interviewing enlisted personnel being considered for full-time duty as career counselors will be appointed as follows: <ul style="list-style-type: none"> (1) In CONUS, at installations by the appropriate commander. (2) In overseas commands, by the commander exercising general courts-martial jurisdiction. b. Composition: Boards will be composed of— <ul style="list-style-type: none"> (1) At least two commissioned officers, one of whom will be a full-time reenlistment officer, whenever practicable. Where a full-time reenlistment officer is not available, maximum use will be made of existing boards established on a permanent basis at U.S. Army Recruiting Command facilities. (2) At least one experienced career counselor senior or equal in grade to the applicant.

Line	Item	Comment
		(3) When WAC enlisted personnel are being considered, a WAC officer or a WAC noncommissioned officer senior or equal in grade to the applicant will be a member of the board.
		c. If a commander desires, he may use interview boards of the U.S. Army Recruiting Service even though a full-time reenlistment officer is available.
7	INTERVIEW BOARD ACTIONS	<p>Interview boards will—</p> <p>a. Determine whether applicants possess the following qualifications:</p> <ol style="list-style-type: none"> (1) Genuine desire and interest to become a career counselor. (2) Mandatory prerequisites as listed in line 1, this table. (3) Ability to express themselves clearly both orally and in writing and have a pleasing personality. (4) Outstanding military bearing. (5) No obvious facial or other physical defects. <p>b. Determine that applicants desire and are suited for award of MOS OOE.</p> <ol style="list-style-type: none"> (1) No individual will be selected for career counselor duty if he does not desire or is not suited for recruiting duty. (2) The board will require the applicant to prepare a statement entitled "My Qualifications for Assignment as an Army Career Counselor." The statement will be personally composed by the applicant to represent a sample of his own best written composition. The statement should contain a minimum of 300 words and be attached to the application. <p>c. Return applications not favorably considered through channels to applicants, with reason(s) therefor.</p> <p>d. Forward, through channels, to the appropriate major commander applications from persons who are recommended for duty as career counselors, together with a full-length photograph of the applicant in uniform (class A).</p>
8	ACTION BY THE REVIEWING AUTHORITY	<p>a. The commander who convenes the board will review applications forwarded by the interview board.</p> <p>b. Prior to forwarding applications to major commanders, a records check of the repository files at Fort Holabird, Md. will be completed.</p> <p>c. Applications for which approval is recommended will be annotated, "Favorable Records Check Completed, date," and validated by the reviewing authority.</p> <p>d. Applications for which disapproval is recommended based on an unfavorable records check will not reflect this as a reason for disapproval. Any record of a felony, poor management of personal or family affairs, poor credit standing, a morals offense, a history of propensity for traffic violations or repeated offenses indicating an unwillingness to conform to laws and regulations, preclude an assignment to career counseling duty.</p> <p>e. With the exception of d above, reviewing authorities will state reason(s) for recommendation for disapproval.</p>
9	DISPOSITIONS OF APPLICATIONS	<p>a. Applications which are disapproved by the major commander will be returned to the initiating unit with appropriate notation thereon.</p> <p>b. Applications from CONUS personnel which are approved by the major commander will be returned to the initiating unit, with appropriate approval notation, for action indicated on line 10, this table.</p> <p>c. Applications submitted in oversea commands for duties in CONUS which are approved by the major commander and in which the individual has indicated his choice of assignment (maximum of 3 choices in order of preference) will be forwarded by the major oversea commander to appropriate CONUS commanders (IN TURN) in the order of preference indicated in the application.</p>

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty—Continued

Line	Item	Comment
10	TRAINING AND ASSIGNMENT	<p>(1) The letter of transmittal will indicate that the applicant is available for assignment upon successful completion of school course.</p> <p>(2) If the applicant is accepted for duty, the application will be returned (to major oversea commander) through Chief of Personnel Operations, ATTN: EPAD, Department of the Army, Washington, DC 20310, for assignment instructions.</p> <p>(3) If the applicant is not accepted, the application will be returned direct to the major oversea commander.</p> <p>★ a. Applicants accepted for career counseling duty at their present duty station will attend the Army Recruiting and Career Counseling Course at The Adjutant General's School at the earliest practicable date. Assignment to career counseling duty is contingent upon successful completion of the school course. School quotas will be obtained from OPO under the telephone call system—OX 76341.</p> <p>b. Personnel selected for career counseling duty when reassignment is involved will attend the Army Recruiting and Career Counseling Course in a TDY status en route to their next assignment. Personnel who fail to successfully complete the school course will be reported by the commandant of the school to the Chief of Personnel Operations in accordance with AR 614-205.</p> <p>c. The Commandant, the United States Army Adjutant's General School will award a certificate of completion to those students who successfully complete the Army Recruiting and Career Counseling Course of instruction.</p> <p>d. Subsequent to successful completion of the Army Recruiting and Career Counseling Course, individuals will be required to serve a probationary period of duty not to exceed 6 months.</p> <p>(1) Upon completion of this probationary period or earlier, unit commanders will initiate action to award PMOS OOE if the individual has demonstrated proficiency as a career counselor.</p> <p>(2) Personnel who fail to perform satisfactorily will be relieved from career counseling duty and reassigned in accordance with the needs of the service.</p>
★11	UTILIZATION	<p>Commanders at all levels will insure that personnel assigned full-time reenlistment and career counseling duties are utilized only for that purpose.</p>

1-17. Selection of enlisted personnel for additional duty career counseling. When possible, individuals who have had previous career counseling or recruiting experience should be assigned as additional duty career counselors. When practicable, individuals assigned these duties should be selected from persons with the same general qualifications as those required for the duty on a full-time basis.

a. Personnel selected are encouraged to apply for attendance at the Army Recruiting and Career Counseling Course, United States Army Adjutant General's School.

b. Additional-duty personnel will not appear before an interview board.

1-18. Processing of personnel with MOS OOE who are due to return from oversea commands.

1-10

Personnel serving in oversea commands who hold primary MOS OOE and who do not desire career counselor or recruiting duty in CONUS upon return from completed oversea tour will be reclassified into another MOS in accordance with section VI, chapter 2, AR 600-200 and reported on the AOR List. Personnel serving in oversea commands who hold MOS OOE and who desire full-time duty as a career counselor in CONUS upon return from an oversea tour will take action as indicated in a and b below no earlier than 8 nor later than 6 months prior to date of completion, of oversea tour.

a. If in grade E-7, E-8, or E-9, indicate preference of area and duty desired in the remarks section of the Enlisted Preference Statement (DA Form 2635).

b. If in grade E-5 or E-6, submit application on DA Form 2496 (Disposition Form) to indicate choice of area and duty desired through

channels to Chief of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, DC 20310.

Section V. REENLISTMENT DATA CARD (DA FORM 1315)

1-19. Purpose and use. The Reenlistment Data Card (DA Form 1315) is designed as an aid in promoting an effective reenlistment program and will be used in implementing prescribed counseling procedures. Each interview and attendance at a reenlistment film will be recorded on the reverse of the DA Form 1315. Stereotyped remarks such as "will not reenlist," "does not like Army" will not be used on the DA Form 1315. Specific remarks should be made, as a result of interviews, as to the individual's objections to reenlistment and future plans. For example, if an individual has a civilian job waiting, the remark might show "Return to civilian employment—will work for Smith Construction Co., Boise, Idaho." For individuals returning to school, the remarks should show the names and location of the school.

1-20. Initiation. a. The initial DA Form 1315 will be prepared at U.S. Army reception stations for all individuals (except REP personnel) received for processing.

(1) The appropriate entries will be transcribed from the individual's personnel records subsequent to testing. Only applicable entries on the face of the DA Form 1315 will be completed.

(2) Entries subject to change (indicated as temporary) will be made in pencil; all others will be typewritten or made in ink.

(3) The DA Form 1315 will be forwarded as part of the individual's Military Personnel Records Jacket, U.S. Army (DA Form 201) to his first permanent duty station.

b. The unit personnel officer receiving and/or having custody of the individual's personnel records will verify the entries on the DA Form 1315.

(1) After verification, the forms will be forwarded to the commander of the individual

concerned within 15 days from the date of assignment.

(2) If the individual's records do not contain a DA Form 1315, the unit personnel officer will prepare one as prescribed in *a* above.

(3) Career counselors will not be responsible for the preparation of DA Forms 1315. **★c.** A new DA Form 1315 will be prepared by the unit personnel officer and forwarded to the individual's commander whenever a subsequent reenlistment is accomplished.

1-21. Maintenance. The DA Form 1315 will normally be maintained in the company/battery to which each individual is assigned. The results of interviews and counseling sessions and attendance at reenlistment film showings will be recorded on the form. Unit commanders will, prior to the individual's transfer or reassignment, make an appropriate entry in the reenlistment status section of the DA Form 1315.

a. A bar to reenlistment (sec VIII, this chap.) will be initiated for individuals who are eligible but not recommended.

b. For individuals who are not eligible for reenlistment but who are recommended, the item "not eligible" will be checked and a brief explanation of reason.

c. Such remarks entered on the DA Form 1315 will be initialed by the unit commander.

1-22. Disposition. When the individual is transferred or reassigned prior to expiration of his term of service, the DA Form 1315 will be returned to the unit personnel officer and made a part of the individual's personnel records. The gaining unit personnel officer will follow the same procedures as are outlined in paragraph 1-20b.

★a. When a favorable reenlistment decision is

obtained, the DA Form 1315 will be retained until reenlistment has been accomplished at which time it will be disposed of in accordance with AR 340-2 or AR 340-18-7.

★*b.* When an individual declines to immediately reenlist, DA Form 1315 will be forwarded to the Post or Command Reenlistment Office 30 days prior to ETS. DA Forms 1315 for these personnel will be mailed by the reenlistment office to the commanding officer of the U.S. Army Recruiting District in which the individual's home address is located.

c. Upon receipts of DA Forms 1315, U.S.

Army Recruiting District commanders will promptly dispatch them to the appropriate Recruiting Main Station so that recruiting personnel may use the information contained on the form to reenlist prior service personnel.

d. In no event will the DA Form 1315 accompany the personnel records of the individual to a transfer station or transfer activity.

e. For individuals who have not been recommended for reenlistment the form will be disposed of in accordance with AR 340-2 or AR 340-18-7.

Section VI. REENLISTMENT INTERVIEWS AND COUNSELING

★1-23. **General.** Although this regulation prescribes that the maximum reenlistment effort will be made during the latter part of an individual's term of service, reenlistment indoctrination must begin on the day the individual reports to the unit. Counseling with a view to promoting reenlistment cannot be restricted to the last few months of an individual's term of service, especially among first-term personnel. The scheduled reenlistment counseling procedure prescribed in this section is considered to be the minimum effort and counseling should not be limited to this schedule. In the interest of stability, economy or travel, and continuity of operations, major emphasis by unit commanders will be directed to inducing qualified individuals to reenlist for their present assignment.

1-24. **Reenlistment interviews.** Full advantage should be taken of the opportunities which reenlistment interviews afford to counsel, suggest, and assist individuals in making a definite plan. These discussions should be related to the grade and length of service of the individual being interviewed, and will be designed primarily to favorably influence his reenlistment intent.

a. Reenlistment interviews further provide an opportunity to extend encouragement, eliminate old grievances, develop self-understanding and self-assurance.

b. Prior preparation is essential for satisfactory interview and will include collection of factual data concerning the individual.

★*b.* 1. Individuals should not be required to report for interview but should be contacted to arrange for an interview. Group interviews will not be conducted. Individuals will be interviewed separately.

c. During prescribed interviews each individual will be specifically queried as to the existence of civil offenses, convictions, and/or confinement.

d. Particular attention will be given to the applicant's ability to meet current mental standards for Regular Army service. When the individual does not meet current standards, he will be encouraged to participate in appropriate educational development programs in an effort to become qualified prior to the expiration of his current term of service.

★1-25. **Reenlistment counseling procedures.** The unit commander is authorized to waive the unit career counselor's interview prescribed in *c* below when he is convinced, as the result of his interview, the individual will reenlist immediately. When such action is taken, however, control will be maintained to insure the individual's favorable reenlistment intent has not changed. The commanding officer of the individual will determine the individual's eligi-

bility for reenlistment under the provisions of this regulation.

★*a.* If the individual is not eligible for immediate reenlistment, the unit commander will—

(1) Interview the individual upon assignment and inform him of his ineligibility and what he must do to become eligible.

(2) Determine by observation and job performance whether a request for waiver is warranted. If warranted, a request for waiver (chap. 3) will be initiated promptly and within the time frame specified in paragraph 3-2. When it is determined that waiver is not warranted, the individual will be apprised of this fact. The DA Form 1315 will be noted to reflect ineligibility for reenlistment.

b. If the individual is eligible for reenlistment, but for cogent reasons is not recommended, the unit commander will promptly initiate a bar to reenlistment under the provisions of section VIII, this chapter. The DA Form 1315 will be annotated accordingly.

c. If reenlistment is recommended by the unit commander and the enlisted person meets the eligibility requirements outlined in this regulation, the following action will be taken:

(1) During the period 8 to 10 months prior to expiration of term of service the individual will be interviewed by his unit commander. If not fully decided, he will be aided in analyzing his own abilities, opportunities, resources, and limitations.

(*a*) At this interview individual problems should be resolved as far as practicable.

(*b*) Each person recommended for retention and who is qualified for options will be presented with a signed copy of the handbook "You Can Go Places" explaining how this

handbook provides information on reenlistment opportunities.

(*c*) Personnel will be encouraged to see the unit career counselor for additional information.

(*d*) This interview will be entered on DA Form 1315.

(2) During the period subsequent to the unit commander's interview, the unit career counselor will contact the individual and conduct an interview in accordance with accepted interview procedures. Current reenlistment opportunities and benefits will be emphasized.

(*a*) Every effort will be made to obtain a reenlistment decision.

(*b*) Assistance from full-time reenlistment personnel at higher headquarters should be solicited to supplement unit reenlistment efforts.

(*c*) Interview by the full time and unit career counselor will be recorded on DA Form 1315.

(3) All personnel who are on their first tour of Army service or who upon expiration of current ETS will have 4 or less years service for pay purposes will attend a showing of the film "Something to Build On" at least once each year. Attendance will be recorded on the DA Form 1315.

★(4) Commanders will initiate aggressive programs designed to influence recommended first-term enlisted personnel who do not intend to reenlist. Prior to departure from the unit these individuals will be informed of the reenlistment opportunities available to them at time of separation or within 3 months thereafter. In addition, these individuals will be apprised of the provisions of chapter 2, AR 601-210 with respect to grade authorizations for reenlistment after a break in service. An appropriate entry signifying that this interview was conducted will be entered on DA Form 1315.

★Section VII. UNFULFILLED OR ERRONEOUS REENLISTMENT COMMITMENTS

1-26. **Policy.** All claims of unfulfilled or erroneous reenlistment commitments will be investigated promptly. The individual's MPRJ will be reviewed to determine the validity of allegations.

a. When the installation commander determines that the major commander cannot fulfill a reenlistment commitment which the individual does not desire to waive and the commitment which the individual does not desire

to waive and the commitment can be resolved by reassignment action, the Chief of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, DC 20310 will be notified as expeditiously as possible that the individual is immediately available, in accordance with AR 614-205, and that he has an unfulfilled reenlistment commitment.

b. Claimants of either unfulfilled reenlistments, which cannot be resolved by reassignment action, or erroneous reenlistment com-

mitments will be assisted in the preparation of a request for Correction of Unfulfilled or Erroneous Reenlistment Commitment. The request will be forwarded through channels to the Chief of Personnel Operations, ATTN: EPPAS, Department of the Army, Washington, DC 20310. The request will be accompanied by documents or statements, e.g., copies of the Statements for Enlistment and Enlistment Contract which are pertinent to the case and which will assist in making a decision.

Section VIII. BAR TO REENLISTMENT PROCEDURES

★1-27. **Purpose.** This section prescribes procedures for the denial of reenlistment to persons whose reentry into or continued service with the Army is deemed not to be in the best interests of the military service.

★1-28. **Policy.** The policy of the Department of the Army is that only personnel of high moral character, professional competence, and demonstrated adaptability to the requirements of the professional soldier's moral code of exemplary performance and conduct shall be extended the privilege of reenlisting in the Regular Army. Persons who cannot, or who do not, measure up to and maintain such standards, and whose separation under appropriate procedures is not warranted, will be barred from further service under the provisions of this section.

1-29. **Guidelines in the use of bar to reenlistment procedures.** a. Bar to reenlistment procedures will not be used in lieu of separation action under appropriate regulations such as AR 635-212.

b. Bar to reenlistment procedures will not be used in lieu of trial by courts-martial, non-judicial punishment, or other appropriate administrative action.

c. The fact that disciplinary or administrative action not resulting in separation has been previously taken does not preclude initiation of bar to reenlistment procedures if such action is deemed appropriate.

d. The fact that an individual may be issued an honorable or general discharge for the current period of service does not preclude initiation of bar to reenlistment procedures to deny the individual subsequent service in the Regular Army.

★e. The fact that an individual may have served honorably for a number of years, though considered in the evaluation of his service, does not prohibit the initiation of bar to reenlistment procedures if such action is otherwise appropriate. Bar to reenlistment procedures initiated against persons who have completed 18 or more years of active Federal service may be approved only by Headquarters, Department of the Army. Subject requests will be forwarded to Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

1-30. **Criteria.** The development and continued existence of a Regular Army composed of a body of high quality professional men and women demands that every commander be constantly alert to the need to detect and weed out those persons whose character or conduct, abilities or attitudes, motivation or adaptability for military service, proficiency or overall potential value to the Army, and/or general desirability for retention are not consistent with this goal. Commanders must be especially alert to the need to evaluate the advisability or desirability of affording continued military service to individuals of the following, or similar caliber:

a. Untrainable personnel. Continued effort and attention will be given to the early detection of individuals who are in fact untrainable for military service. These individuals who are found to be so lacking in abilities and aptitudes as to require frequent or continued special instruction or supervision will be identified as soon as possible with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into, or further service with, the Regular Army.

b. Unsuitable personnel. Continued effort and attention will be given to the detection of individuals who are in fact unsuitable for military service. These persons may exhibit their unsuitability through interests and/or habits which are detrimental to the maintenance of good order and discipline. They may have records of habitual minor misconduct requiring corrective or disciplinary action. Where possible, these individuals will be identified early in their military service with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into or continued service with, the Regular Army.

c. Individuals against whom bar to reenlistment proceedings are initiated. The records of individuals against whom bar to reenlistment proceedings are initiated often disclose the recurrence of one or a combination of the following:

- (1) Late to formations, details, or assigned duties.
- (2) AWOL for 1- to 24-hour periods.
- (3) Losses of clothing and equipment.
- (4) Substandard personal appearance.
- (5) Substandard personal hygiene.
- (6) Persistent indebtedness, reluctance to repay or late payments.
- (7) Recurrent Article 15 punishments.
- (8) Frequent traffic violations.

(9) "Rides" sick call without medical justification.

(10) Late returning from pass or leave.

(11) Misses bed check.

(12) Cannot follow orders; shirks; take too much time; is recalcitrant.

(13) Cannot train for a job; apathetic; disinterested.

(14) Cannot adapt to military life; uncooperative; involved in frequent difficulties with fellow soldiers.

(15) Failure to manage personal, marital, and/or family affairs.

(16) Involvement in discreditable incidents in the civilian community.

(17) Involved in incidents of moral turpitude evidencing a character deficiency.

1-31. Procedures. An individual's unfitness, unsuitability, and/or failure to maintain the standards required for service in the Regular Army may be manifest soon after entry into the military service or it may not develop or become apparent until after many years of service.

a. The fact that substandard personnel may have been permitted to remain on active duty for a number of years should not deter a current commander from taking action under the provision of this regulation or other appropriate directives if he deems such action proper.

(1) A bar to reenlistment procedure normally should not be initiated against an individual who has been assigned to a unit for less than 90 days.

(2) A bar to reenlistment procedure should not be based on generalities or approximate dates and/or vague places and times but should be specific and substantiated by official remarks made at the time of each occurrence. It is essential that all instances are made a matter of official record when acts considered unworthy of a member of the United States Army are performed.

(3) A bar to reenlistment is initiated without regard to an individual's ETS or his reenlistment intent.

(4) Normally, a bar to reenlistment procedure will not be initiated against an individual during the last 14 days prior to his departure from the unit to which currently assigned. When a bar to reenlistment is initiated during this period, the commander's certificate will contain a complete explanation of why the action was not taken at an earlier date.

b. The individual's unit commander will prepare a certificate signed in duplicate summarizing the basis for his intent to initiate bar to reenlistment procedures. This will include, if appropriate, the number and dates of courts-martial, incidents of punishment under Article 15, and all other factual and relevant information supporting his recommendation. The commander will refer the certificate to the enlisted person concerned for a statement in his own behalf, if desired, as required by paragraph 7, AR 640-98. The individual will be allowed a reasonable period of time for the preparation of his comment and the collection of any documents and/or pertinent materials.

c. Upon receipt of the comment of the individual, the certificate will be indorsed by the brigade/regimental or separate battalion commander, and approved or disapproved by the commander exercising general court-martial jurisdiction, the major commander, or Headquarters, Department of the Army as follows:

(1) General courts-martial authority—for persons with less than 10 years service.

(2) Major commander—for persons with 10 to 18 years of service.

(3) Headquarters, Department of the Army—for persons with 18 or more years of active Federal service.

d. When a certificate has been approved by the appropriate commander, the custodian of the individual's personnel records will place a signed copy in the individual's military Personnel Records Jacket U.S. Army (DA Form 201) where it will remain a permanent part of the file. The remark, "Not recommended for further service," will be entered on the individual's Enlisted Qualification Record (DA Form 20) in accordance with AR 600-

200 and the enlisted person concerned apprised that he is barred from reenlistment.

e. Subsequent to placing an approved certificate in the enlisted person's file under the foregoing procedure, the company, detachment, or comparable commander of the unit to which the individual is assigned or attached for duty and administration may submit a recommendation to have the certificate voided. Approval to void such a certificate may be granted by the same authority that approved the certificate originally or, if the individual has moved to another jurisdiction, by the comparable commander therein.

(1) A recommendation to void a bar to reenlistment may be submitted at any time by the individual's unit commander if he feels the individual has proven that he is worthy of retention in the Army. However, the possibility of voiding a reenlistment bar should not be used as an incentive to improve the conduct or performance of lazy or recalcitrant individuals.

(2) An approved bar to reenlistment procedure will be initially reviewed by the appropriate unit commander 6 months after date of approval or 30 days prior to the individual's scheduled departure date from current unit, or date of separation, whichever occurs first. If, as a result of this review, the commander feels the bar to reenlistment should be removed, he will initiate a recommendation to this effect. If the commander feels the bar to reenlistment should remain in effect, he will so notify the custodian of the individual's personnel records who will enter on the individual's DA Form 20, the following remark: "Bar to Reenlistment reviewed; not recommended for removal, (date)." Subsequent reviews will occur at 6-month intervals and will be reflected by appropriate entries on the soldier's DA Form 20.

f. The DD Forms 214 (Armed Forces of the United States Report of Transfer or Discharge) of otherwise qualified persons who are separated with a bar to reenlistment in effect are coded RE-3 even though an honorable discharge may be issued.

(1) Commanders of transfer activities

will examine the qualification record of each individual undergoing transfer processing and when the remark prescribed in *d* above appears, he will enter in Item 30, DD Form 214, "Table 2-3, AR 601-280 applies—AR 640-98 complied with."

(2) When the remark prescribed in *d* above has been deleted from the DA Form 20, the commander effecting separation will examine the records to determine if proper authorization was granted to make the deletion. If

the deletion is not properly substantiated, the individual will be issued a DD Form 214 containing the mark indicated in (1) above.

(3) If the deletion is properly substantiated, separation will be accomplished and no entry will be made in Item 30, DD Form 214.

★(4) The code RE-3 will be reflected in the separation documents of all persons separated with a bar to reenlistment in effect except where the code RE-4 is warranted.

Section IX. CONSIDERATIONS GOVERNING THE ENLISTMENT OF PERSONS IN THE REGULAR ARMY

1-32. **Eligibility.** All persons connected with the processing of applicants for enlistment in the Regular Army will give paramount consideration to the enlistment of quality personnel. An individual's eligibility will be determined on the basis of his ability to meet all requirements or the exceptions thereto and will include procurement of prescribed waivers. If there is any aura of doubt as to the applicant's full qualifications, he must not be accepted.

★1-33. **Unlawful enlistment, appointment or**

separation. Particular attention of all officers and reenlistment personnel will be given to Article 84, Uniform Code of Military Justice, which provides that "Any person subject to the code who effects an enlistment or appointment in, or a separation from the Armed Forces of any person who is known to him to be ineligible for such enlistment, appointment, or separation because it is prohibited by law, regulations, or order, shall be punished as a court-martial may direct." Commanders will give due consideration to the initiation of disciplinary action for violations of the article.

CHAPTER 2

BASIC QUALIFICATIONS FOR REENLISTMENT IN THE REGULAR ARMY

Section I. BASIC ELIGIBILITY CRITERIA

★2-1. Basic eligibility criteria for persons currently serving in the Active Army. Male and female applicants for immediate reenlistment in the Regular Army who are currently serving in the Active Army must meet basic eligibility criteria as indicated in table 2-1.

★Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army

Item	Criteria	Male applicant must—	Female applicant must—	Notes
a	AGE	(1) Be not less than 17 years and not 55 years of age or over (this includes those individuals who will attain age 55 before termination of a new period of contracted service, i.e., reenlistment or extension), and (2) If past 35th birthday and less than 55 years of age, be an age that is not greater than 35 plus the number of years of prior honorable active Federal service completed. (3) Be considered exempt from above age requirements if he can qualify for retirement by age 60 and if he is not age 55 or older with 20 or more years of active Federal service provided he is immediately reenlisting following separation as— (a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty, or (b) An enlisted man last separated from the Regular Army with an honorable or general discharge.	(1) Be not less than 18 years and not 55 years of age or over (this includes those individuals who will attain age 55 before termination of a new period of contracted service, i.e., reenlistment or extension), and (2) If past 35th birthday and less than 55 years of age, be an age that is not greater than 35 plus the number of years of prior honorable active Federal service completed. (3) Be considered exempt from above age requirements if she can qualify for retirement by age 60 and if she is not age 55 or older with 20 or more years of active Federal service provided she is immediately reenlisting following separation as— (a) A Non-Regular Army commissioned or warrant officer honorably relieved from active duty, or (b) An enlisted woman last separated from the Regular Army with an honorable or general discharge.	(1) DD Form 373 (Consent or Declaration of Parent or Legal Guardian (For Enlistment of a Minor in the U.S. Armed Forces)) required for men less than 18 and women less than 21 years of age (para 5-4). (2) For age waivers, see table 3-1.

Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army—Continued

Item	Criteria	Male applicant must—	Female applicant must—	Notes
b	CITIZENSHIP	<p>(1) Be a citizen of the United States, or</p> <p>(2) Be an alien who has been lawfully admitted to the United States for permanent residence.</p>	<p>(1) Be a citizen of the United States, or</p> <p>(2) Be an alien who has been lawfully admitted to the United States for permanent residence.</p>	Waivers not considered.
c	MENTAL REQUIREMENTS	<p>(1) Attain scores of 90 or higher on any three or more aptitude areas of the AQB or ACB, or</p> <p>(2) Qualify for exemption from above requirements because he:</p> <p>(a) Has been awarded the Medal of Honor, or</p> <p>(b) Has been awarded the Distinguished Service Cross, Navy Cross, or Silver Star Medal and has not completed 20 years of active Federal service, or</p> <p>(c) Is a partially disabled combat-wounded veteran who has not completed 20 years of active Federal service, or</p> <p>(d) Is currently serving in the Regular Army with less than 20 years active Federal service and demonstrates qualification in his primary MOS, by verification under the Enlisted Evaluation System, or</p> <p>(e) Is currently serving as a commissioned or warrant officer who is authorized to immediately reenlist upon separation as an officer. (Such persons are administered the ACB at their first enlisted duty station.)</p>	<p>(1) Attain scores of 90 or higher on any two or more aptitude areas of the WACB or ACB (Recorded Combat A (CO A) and Combat B (CO B) aptitude area scores are qualifying and will be considered as two separate areas for this purpose), or</p> <p>(2) Qualify for exemption from above requirements because she:</p> <p>(a) Is currently serving in the Regular Army with less than 20 years active Federal service and demonstrates qualification in her PMOS, by verification under the Enlisted Evaluation System, or</p> <p>(b) Is currently serving as a commissioned or warrant officer who is authorized to immediately reenlist upon separation as an officer. (Such persons are administered the WACB or ACB at their first enlisted duty station.)</p>	<p>(1) Test scores as recorded on DA Form 20 will be used to determine reenlistment eligibility.</p> <p>(2) Persons who do not meet, or qualify for exemption from prescribed standards may be (re) tested with the ACB or WACB, as appropriate, under the provisions of AR 600-200.</p> <p>(3) Waivers of prescribed standards may be requested for persons currently serving as members of the Regular Army in accordance with table 3-1.</p>
d	EDUCATION	Meet educational requirements of specific option.	<p>(1) Have completed a minimum of 2 years of high school, or</p> <p>(2) Present evidence that she has successfully completed the high school level GED Test.</p>	Waivers not considered.
e	MEDICAL	<p>(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501.</p> <p>(2) Meet any additional requirements prescribed for the specific option for which reenlisting.</p> <p>(3) Be approved for reenlistment by Headquarters, Department of the Army if he is a partially</p>	<p>(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501.</p> <p>(2) Meet any additional requirements prescribed for the specific option for which reenlisting.</p>	<p>(1) For medical processing see paragraph 5-6.</p> <p>(2) For waiver of medical requirements, see table 3-1.</p>

<i>Item</i>	<i>Male applicant must—</i>	<i>Female applicant must—</i>	<i>Notes</i>
	disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(3) Be approved for reenlistment by Headquarters, Department of the Army if she is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 or more than 6 months prior to expiration of current term of service.)	
f MARITAL STATUS	Immaterial	Immaterial.	
g DEPENDENTS	No restrictions	No restrictions as to number.	
h MORAL AND OTHER ADMINISTRATIVE CRITERIA. See tables 2-2, 2-3, and 2-4.			

Note. A former enlisted member of the Regular Army immediately reenlisting following separation from current active service as an Army commissioned or warrant officer with an honorable discharge or by relief from active duty for a purpose other than to await appellate review of a sentence including dismissal or dishonorable discharge is exempt from the requirements of this table. Such persons are reenlisted in the Regular Army without regard to age, length of service, number of dependents, mental qualifications, or any physical disqualification incurred or having its inception while on active duty, and without regard to the existence of a vacancy in the appropriate grade.

★2-2. Waivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-2 apply may be granted waivers to permit immediate reenlistment. Only those disqualifications occurring during current term of service and disqualifications not previously revealed, regardless of date of occurrence, are considered disqualifying. Requests for waivers should be submitted sufficiently in advance of separation date to permit continuous service. Some of the disquali-

cations listed are waivable only to permit immediate reenlistment; persons granted waivers for these disqualifications who do not reenlist immediately are thereafter ineligible for Regular Army service. For persons who are not granted waivers prior to separation and/or who do not reenlist immediately at the station to which assigned at separation, DD Forms 214 will be coded as shown to indicate eligibility for Regular Army service in the future.

Table 2-2. Waivable Moral and Administrative Disqualifications

<i>Line</i>	<i>Disqualification</i>	<i>Eligibility code</i>		<i>Notes</i>
		<i>Men</i>	<i>Women</i>	
A	Men having time lost and women having one but not more than 30 days time lost.	RE-3B	RE-3B	For waivers, see table 3-1.
★B	Three minor traffic violations within the 18-month period preceding reenlistment and four or more minor traffic violations regardless of elapsed time. See Guidelist of Minor Traffic Offenses, table 2-2A.	RE-3	RE-3	For waivers, see table 3-2.
C	Initial civil court conviction or initial adverse juvenile adjudication for one or more minor nontraffic offenses. See Guidelist of Minor Nontraffic Offenses, table 2-2B.	RE-3 (see note 1)	RE-3 or RE-4 (see note 1 and 2).	For waivers, see table 3-2.

Table 2-2. Waivable Moral and Administrative Disqualifications—Continued

Line	Disqualification	Eligibility code		Notes
		Men	Women	
D	Initial civil court convictions or initial adverse juvenile adjudications for one or more Other (Not Minor) Misdemeanors. See Guidelist of Other (Not-Minor) Misdemeanors, table 2-2C.	RE-3 (see note 1)	RE-3 or RE-4 (see notes 1 and 2)	For waivers, see table 3-2.
E	Initial civil court conviction or initial adverse juvenile adjudication for one or more felony offenses. See Guidelist of Felony Offenses, table 2-2D.	RE-3 (see note 1)	RE-3 or RE-4 (see notes 1 and 2)	For waivers, see table 3-2.
F	Persons currently on parole, probation, or suspended sentence from a civil court.	RE-4	RE-4	For waivers, see table 3-2.
★G	Former enlisted member of the Army currently serving on active duty as a commissioned or warrant officer whose officer service is terminated by a general discharge.	RE-3	RE-3	For waivers, see 3-6.
★H	Persons currently serving on active duty as commissioned or warrant officers who are separated from their officer status either as a direct result of trial by courts-martial, reclassification and/or elimination proceedings, or by resignation in lieu thereof, and those separated under the provisions of AR 635-100 or AR 635-120.	RE-3	RE-3	For waivers, see 3-6.
★I	Persons currently serving as Regular Army officers regardless of the conditions under which separated.	RE-3	RE-3	For waivers, see 3-6.
★J	Rescinded.			
★K	Rescinded.			
L	Women who are members of the Army Reserve currently on active duty.		RE-3	For waivers, see chapter 3.
M	Women in service who become the parent by adoption, the step-parent, foster parent, or custodian of a child under 18 years of age.		RE-3	For waivers, see table 3-1.
★N	Rescinded.			
★O	A woman on active duty who initially enlisted prior to 9 April 1957 and has born a child out of wedlock prior to initial enlistment may be immediately reenlisted, providing her active service has been honorable, and she is recommended for reenlistment by her immediate unit commander. Eligibility for reenlistment previously established continues in effect for subsequent immediate reenlistments provided applicant is otherwise qualified.		RE-4	
★P	Persons who have been retained on active duty under the provisions of AR 604-10 with the annotation "not eligible for security clearance or assignment to sensitive duties, AR 604-10."	RE-3	RE-3	For waivers, see chapter 3.

Note 1. For the purpose of determining eligibility for Regular Army reenlistment, a juvenile or youthful offense is defined as an offense committed by the applicant when he was below the age at which he could enlist in the Army without parental consent. For male applicants, offenses committed while below the age of 18 are considered juvenile or youthful offenses, regardless of disposition by civil authorities. For female applicants, offenses committed while below the age of 21 are considered juvenile or youthful offenses, regardless of disposition by civil authorities.

★Note 2. The DD Forms 214 of women not immediately reenlisting who committed offenses while below the age of 21 will be coded RE-3; DD Forms 214 of women not immediately reenlisting who committed offenses while age 21 or older will be coded RE-4.

Table 2-2A. Guidelist of Typical Minor Traffic Offenses

Item	<i>Minor traffic offense</i>
1	Blocking or retarding traffic.
2	Careless driving.
3	Crossing yellow line; driving left of center.
4	Disobeying traffic lights, signs, or signals.
5	Driving on shoulder.
6	Driving uninsured vehicle.
7	Driving with blocked vision.
8	Driving with expired plates or without plates.
9	Driving without license or with suspended or revoked license.
10	Driving without registration or with improper registration.
11	Driving wrong way on one-way street.
12	Failure to comply with officer's directives.
13	Failure to have vehicle under control.
14	Failure to keep to right or in line.
15	Failure to signal.
16	Failure to stop for or yield to pedestrian.
17	Failure to submit report following accident.
18	Failure to yield right-of-way.
19	Faulty equipment (defective exhaust, horn, lights, mirror, muffler, signal device, steering device, tailpipe, or windshield wipers).
20	Following too closely.
21	Improper backing: backing into intersection or highway; backing on expressway; backing over crosswalk.
22	Improper blowing of horn.
23	Improper parking: restricted area, fire hydrant, double parking.
24	Improper passing: passing on right, in no-passing zone; passing parked school bus, pedestrian in crosswalk (when not treated as reckless driving).
25	Improper turn.
26	Invalid or unofficial inspection sticker; failure to display inspection sticker.
27	Leaving key in ignition.
28	License plates improperly displayed or not displayed.
29	Operating overloaded vehicle.
30	Racing, dragging, contest for speed (when not treated as reckless driving).
31	Speeding (when not treated as reckless driving).
32	Spinning wheels; improper start; zigzagging or weaving in traffic (when not treated as reckless driving).

Note. It would be impracticable to prepare an all-inclusive list of minor traffic offenses valid for all States. The above list is intended as a guide. Offenses of a similar nature and traffic offenses treated as minor by local law enforcement agencies should be treated as minor.

Table 2-2B. *Guidelist of Typical, Minor Nontraffic Offenses*

<i>Item</i>	<i>Minor nontraffic offenses</i>
1	Abusive language under circumstances to provoke breach of peace.
2	Carrying concealed weapon (other than firearm); possession of brass knuckles.
3	Curfew violation.
4	Damaging road signs.
5	Discharging firearm through carelessness.
6	Discharging firearm within municipal limits.
7	Disobeying summons.
8	Disorderly conduct; creating disturbance; boisterous conduct.
9	Disturbing peace.
10	Drinking liquor on train (other than club car).
11	Drunk in public; drunk and disorderly.
12	Dumping refuse near highway.
13	Fighting; participating in affray.
14	Fornication.
15	Illegal betting or gambling; operating illegal handbook, raffle, lottery, punch board, matching cockfight.
16	Juvenile noncriminal misconduct; beyond parental control, incorrigible, runaway, truant, or wayward.
17	Killing domestic animal.
18	Liquor; unlawful manufacture, sale or possession, or consumption in public place.
19	Loitering.
20	Malicious mischief; painting water tower, throwing water-filled balloons, throwing rocks on highway, throwing missiles at athletic contests, or throwing objects at vehicles.
21	Nuisance, committing.
22	Poaching.
23	Possession of cigarettes by minor.
24	Possession of indecent publications or pictures.
25	Purchase, possession or consumption of alcoholic beverages by minor.
26	Removing property under lien.
27	Removing property from public grounds.
28	Robbing orchard.
29	Shooting from highway.
30	Shooting on public road.
31	Simple assault.
32	Throwing glass or other material in roadway.
33	Trespass to property.
34	Unlawful assembly.
35	Using or wearing unlawful emblem.
36	Vagrancy.
37	Vandalism: injuring or defacing public property or property of another; shooting out streetlights.
38	Violation of fireworks law.
39	Violation of fish and game laws.

Note. It would be impracticable to prepare an all-inclusive list of minor nontraffic offenses valid for all States. The above list is intended as a guide. Offenses of a similar nature should be treated as minor offenses. In doubtful cases, the following rule should be applied: if the maximum confinement under local law is 4 months or less, the offense should be treated as minor.

Table 2-2c. *Guidelist of Typical Other (Not-Minor) Misdemeanors*

<i>Item</i>	<i>Other (not-minor) misdemeanors</i>
1	Adultery.
2	Assault consummated by battery.
3	Bigamy.
4	Breaking and entering vehicle.
5	Check, worthless, making or uttering, with intent to defraud or deceive (\$100 or less).
6	Conspiring to commit misdemeanor.
7	Contributing to delinquency of minor.
8	Desecration of grave.
9	Driving while drugged or intoxicated.
10	Failure to stop and render aid after accident.
11	Indecent exposure.

<i>Item</i>	<i>Other (not-minor) misdemeanors</i>
12	Indecent, insulting, or obscene language communicated to a female directly or by telephone.
13	Leaving dead animal.
14	Leaving scene of accident (hit and run).
15	Looting.
16	Negligent homicide.
17	Petty larceny (value of \$100 or less); stealing hub caps, shoplifting.
18	Reckless driving.
19	Resisting arrest.
20	Selling or leasing weapons to minor.
21	Slander.
22	Stolen property, knowingly receiving (value \$100 or less).
23	Suffrage rights, interference with.
24	Unlawful carrying of firearms; carrying concealed firearm.
25	Unlawful entry.
26	Unlawful use of long-distance telephone lines.
27	Use of telephone to abuse, annoy, harass, threaten, or torment another.
28	Using boat without owner's consent.
29	Willfully discharging firearm so as to endanger life; shooting in public place.
30	Wrongful appropriation of motor vehicle; joyriding; driving motor vehicle without owner's consent. ¹

¹ This group of motor vehicle offenses, and offenses of comparable nature and seriousness but variously described (auto theft, auto larceny, etc.), comprises the familiar case of taking or withholding a motor vehicle without authority and with intent *temporarily* to deprive the owner of his property. It does not encompass offenses where there is clear evidence that the offender intended permanently to deprive the owner of his motor vehicle. Offenses of the latter nature are included in grand larceny or embezzlement involving a value of over \$100, listed in table 2-2D, Guidelist of Typical Felony Offenses.

Note. It would be impracticable to prepare an all-inclusive list of nonminor misdemeanors valid for all States. The above list is intended as a guide. Offenses of comparable seriousness should be treated as non-minor misdemeanors. In doubtful cases, the following rule should be applied: if the maximum confinement under local law exceeds 4 months but does not exceed 1 year, the offense should be treated as a nonminor misdemeanor.

Table 2-2D. Guidelist of Typical Felony Offenses

<i>Item</i>	<i>Felony offenses</i>
1	Aggravated assault; assault with dangerous weapon; assault intentionally inflicting great bodily harm; assault with intent to commit felony.
2	Arson.
3	Attempt to commit felony.
4	Breaking and entering with intent to commit felony.
5	Bribery.
6	Burglary.
7	Carnal knowledge of female under 16.
8	Cattle rustling.
9	Check, worthless, making or uttering, with intent to defraud or deceive (over \$100).
10	Conspiring to commit felony.
11	Criminal libel.
12	Extortion.
13	Forgery; knowingly uttering or passing forged instrument.
14	Graft.
15	Grand larceny; embezzlement (value over \$100).
16	Housebreaking.
17	Indecent acts or liberties with child under 16.
18	Indecent assault.
19	Kidnapping; abduction.
20	Mail matter: abstracting, destroying, obstructing, opening, secreting, stealing, or taking.
21	Mails: depositing obscene or indecent matter.
22	Maiming; disfiguring.
23	Manslaughter.
24	Misprision of felony.
25	Murder.
26	Narcotics or habit forming drugs: wrongful possession, use or sale.
27	Pandering.
28	Perjury; subornation of perjury.
29	Public record: altering, concealing, destroying, mutilating, obliterating, or removing.
30	Rape.

Item	Felony offenses
31	Riot.
32	Robbery.
33	Sedition: solicitation to commit sedition.
34	Sodomy.
35	Stolen property, knowingly receiving (value over \$100).

Note. It would be impracticable to prepare an all-inclusive list of felonies valid for all States. The above list is intended as a guide. Offenses of comparable seriousness should be treated as felonies. In doubtful cases, the following rule should be applied: if the maximum confinement under local law exceeds 1 year, the offense should be treated as a felony.

★2-3. Persons ineligible for immediate reenlistment. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-3 apply are ineligible for immediate reenlistment and requests for waivers will not be submitted. Such persons may be eligible to apply for Regular Army reenlistment under the provision of AR 601-210 at a later date.

Table 2-3. Persons Ineligible for Immediate Reenlistment

Line	Disqualification
A	Persons separated from current term of service whose DD Forms 214 are coded RE-1A; RE-2A; RE-3; RE-3A; RE-3B and RE-4A.
B	Persons separated from current term of service with a "Bar to Reenlistment" in effect.
C	Persons separated from current term of service by reason of hardship or dependency (chap. 6, AR 635-200).
D	Persons serving on unspecified enlistments who resign from current term of service in lieu of other administrative action (chap. 9, AR 635-200).
E	Persons who are discharged from current term of service for the good of the service under the provisions of chapter 10 AR 635-200.
F	Men separated from current term of service under the provisions of AR 635-206 or AR 635-212.
G	Persons separated from current term of service whose DD Form 214 include the notation "Table 2-2 or Table 2-3 AR 601-280 applies."

★2-4. Nonwaivable moral and administrative disqualifications. Male and female applicants for Regular Army reenlistment to whom disqualifications listed in table 2-4 apply, are ineligible for Regular Army reenlistment at any time and requests for waivers will not be submitted.

Table 2-4. Nonwaivable Moral and Administrative Disqualifications

Line	Disqualification	Men	Women
A	Insane	X	X
B	Having a history of psychotic disorders	X	X
C	Questionable moral character, history of anti-social behavior, alcoholism, drug addiction, sexual perversion, having frequent difficulties with law enforcement agencies.	X	X
D	Not accepted for further military service pursuant to AR 40-501 because of venereal disease	X	
E	Having a history of venereal disease		X
F	Separated for unfitness or unsuitability (AR 615-368, 615-369, 635-212)		X
G	Separated for unfitness or unsuitability with 18 or more years of service completed	X	
H	Separated with a "Bar to Reenlistment" in effect after completion of 18 or more years of service.	X	X
I	Conscientious objector or person with religious convictions which preclude unrestricted assignments.	X	X
J	Persons who have received severance pay	X	X
★K	Rescinded.		
L	Having in excess of 30 days time lost in current period of service		X
M	Has born a child out of wedlock other than as excluded by table 2-2		X
N	Separated with other than honorable or general discharge		X
★O	Reenlistment not clearly consistent with interest of national security under AR 604-10, or who refuse to sign DD Form 98, (Armed Forces Security Questionnaire) or DD Form 898 (Statement of Personal History).	X	X

**Table 2-4. Nonwaivable Moral and Administrative Disqualifications—
Continued**

Line	Disqualification	Men	Women
★P	Persons who signed a statement of intent to reenlist, received services based on the statement (such as transportation of dependents, movement of household goods or automobile) then at expiration of term of service (ETS), declined to reenlist.	X	X
Q	Civil or criminal charges filed or pending against them by civil authorities (see footnote to this table).	X	X
R	Separated because physically disqualified upon order to active duty (AR 135-300)	X	X
S	Separated under the Military Personnel Security Program (AR 604-10)	X	X
T	Separated for physical disability with entitlement to receive disability severance pay (AR 635-40).	X	X
U	Released from EAD by reason of physical disability and revert to inactive status for the purpose of retirement under the provisions of Title 10, U.S.C., Sections 1331-1337, in lieu of discharge with entitlement to receive disability severance pay (AR 635-40).	X	X
V	Separated for physical disability resulting from intentional misconduct or willful neglect or incurred during period of unauthorized absence. Not entitled to severance pay (AR 635-40).	X	X
W	Separated for physical disability—EPTS—established by physical evaluation board proceedings (not entitled to severance pay) (AR 635-40).	X	X
X	Separated as a conscientious objector (AR 635-20)	X	X
Y	Separated for physical disability—EPTS—established by medical board and individual made application for discharge by reason of physical disability (not entitled to receive disability severance pay) (AR 635-40).	X	X
Z	Discharge as a result of board action (class II homosexual) (AR 635-212)	X	X
AA	Acceptance of discharge (class II homosexual) (AR 635-212)	X	X
AB	Separated as an alien without legal residence in the United States (para 5-6, AR 635-200)	X	X
AC	Separation for homosexual tendencies (discharge for unsuitability . . . pursuant to recommendation of a board of officers convened under the provisions of AR 635-212).	X	X
AD	Separated for parenthood (sec IV, chap. 8 AR 635-200)		X
AE	Separated for pregnancy (sec III, chap. 8, AR 635-200)		X
AF	Permanently retired by reason of physical disability (Title 10, U.S. Code, Section 1201 or 1204). (For combat wounded personnel—see AR 601-210).	X	X
AG	Retired after 20 but less than 30 years' active Federal service. (Title 10, U.S.C., Section 3914)	X	X
AH	Retired after 30 years' active Federal service (Title 10, U.S.C., Section 3917)	X	X
AI	Retired in lieu of discharge under AR 635-212 (homosexuality) (10, U.S.C., 3914)	X	X
★AJ	Persons whose DD Forms 214 will be coded RE-4 upon separation	X	X

Note. Line "Q" above includes:

1. Persons who are released from the custody or restraint of a court under procedures which on the face thereof do not appear to dispose of the charges finally.

a. Examples of such releases are—

- (1) Release following a plea of any type to the court (including plea of guilty or nolo contendere).
- (2) Release on probation without a verdict.
- (3) Release on a person's own recognizance.
- (4) Release following charges that are placed on file.
- (5) Any similar disposition, without regard to the technical name therefore, which indicates that the person may remain subject to further judicial proceedings in connection with the charges.

b. This basis for disqualification shall be deemed to be removed if the official chiefly responsible for prosecution of the charges (e.g., District Attorney, the judge of the court involved, or a higher official of the jurisdiction concerned who has responsibilities in connection with the case) submits a signed statement to the effect that under the laws of the jurisdiction, the applicant is not subject to further restraint, custody, control, or prosecution by the authorities thereof.

2. Men currently in service may be permitted to extend/amend current enlistment for a period of time sufficient to allow them to continue on active duty until the date of trial for offense for which charges have been filed, when anticipated court date is more than 1 year in future. request for waiver for reenlistment may be submitted to Chief of Personnel Operations.

★Section II. REENLISTMENT PERIODS AND GRADES

2-5. Authorized reenlistment periods. Immediate reenlistments in the Regular Army are authorized for periods of 3, 4, 5, and 6 years. The reenlistment period selected is at the option of the applicant except as otherwise prescribed in table 2-5.

Table 2-5. Authorized Reenlistment Periods

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized reenlistment period</i>
A	Men and women authorized to immediately reenlist for an option or special program requiring a minimum reenlistment period.	As specified by option or program directive.
B	Persons, except Medal of Honor winners, who are granted waivers for time lost or for a civil court conviction other than minor traffic violations or adverse juvenile adjudication.	3 years. Waiver of this authorized reenlistment period may be considered by the Office of Personnel Operations.
C	Applicants with less than 15 years active Federal service who are granted waivers for failure to meet mental requirements prescribed by table 2-1.	3 years.
D	Applicants with more than 15 and less than 20 years active Federal service completed who are granted waivers for failure to meet mental requirements prescribed by table 2-1.	Minimum authorized period of reenlistment and/or extension which will expire on or as soon as possible after completion of 20 years active Federal service.
E	Women with more than 18, and less than 20, years of active Federal service who are granted waivers for pregnancy or parenthood.	If current term of service cannot be extended under the provisions of chapter 4, to permit completion of 20 years of active Federal service, applicant may be reenlisted for the minimum authorized period which when combined with extension, if applicable, will expire on or as soon as possible after completion of 20 years active Federal service and attainment of retirement eligibility.
F	Persons appointed to pay grades E-7, E-8, and E-9, to whom the restrictions of lines B, C, D, or E above apply will satisfy the minimum 2 year service-in-grade requirements for appointment to these grades.	If current term of service cannot be amended and/or extended under the provisions of chapter 4 to meet this service-in-grade requirement, applicant may be reenlisted for the minimum authorized period which, when combined with extension, if applicable, will expire on or as soon as possible after service requirement has been met. Authority to waive restrictions for these persons may be delegated to appointment authority.

2-6. Reenlistment grades—general information. Unless otherwise prescribed by this regulation or by special directive, grade authorized for enlisted members upon immediate reenlistment in the Regular Army will be that held upon separation.

a. The dates of rank in grade for persons immediately reenlisted will be determined as prescribed in section VI, AR 600-200 or as directed in enlistment grade authorization document.

b. Active duty for training (ACDUTRA) will not be considered in reenlistment grade determinations except as specifically provided for in table 2-6.

c. For applicants eligible to immediately reenlist with grades held at time of last separa-

tion from the Army; grade, title, date of rank, and NCO/Specialist status will be the same as that held on date of separation.

d. For applicants eligible to immediately reenlist with grades different from those held at time of last separation from the Army, grade title and NCO/Specialist status will be compatible with the requirements of chapter 7, AR 600-200 and the standards of grade authorization contained in AR 611-201.

★**2-7. Reenlistment grades for special categories.** Former enlisted members of the Regular Army separated honorably from current service on active duty as Army commissioned or warrant officers and immediately reenlisting in the Regular Army will be reenlisted in the grade held immediately before commis-

★Table 2-6. Rescinded

sioned or warrant status unless consideration for a higher grade is requested in accordance with line B, table 2-7.

★2-8. Temporary grades for immediate enlistment. Rescinded.

★2-9. Permanent grades. Rescinded.

★2-10. Categories for which grade deter-

minations must be requested. The Office of Personnel Operations will determine the grades to be authorized categories of persons listed in table 2-7 upon immediate reenlistment in the Regular Army. Requests for grade determinations will be submitted sufficiently in advance of separation date to permit continuous service. For processing requests for grade determinations, see paragraph 5-7.

Table 2-7. Categories for Which Grade Determinations Must be Required

<i>Line</i>	<i>Identity—applicant is—</i>
A	Currently serving as an Army commissioned or warrant officer without prior Regular Army enlisted service.
B	Currently serving as an Army commissioned or warrant officer for whom consideration of a higher grade than that to which entitled by prior Regular Army enlisted service is considered warranted and is requested.
★C	Currently serving as an Army commissioned or warrant officer whose officer service is terminated by a general discharge and whose reenlistment is authorized.
D	Rescinded.

CHAPTER 3

WAIVERS

Section I. GENERAL INFORMATION

★3-1. **General.** This chapter prescribes the procedures by which requests for waivers will be initiated and processed to meet the basic qualifications for reenlistment. Procedures to be followed in obtaining approval for the reenlistment of special category applicants such as former officers are contained in chapter 5.

★3-2. **Submission of requests.** Requests will be submitted through command channels in sufficient time to allow for normal administrative processing and mail transmissions; however, in no event will they be submitted earlier than 9 months nor later than 1 month prior to proposed date of reenlistment, extension, or the signing of a statement of intent to reenlist. This requirement is particularly important for requests pertaining to personnel approaching ETS who desire unbroken service.

★a. All requests for waivers and circumstances requiring approval by the Office of Personnel Operations set forth in this chapter will be forwarded to the Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

★b. Field commanders authorized to grant waivers under the provisions of this chapter are encouraged to communicate with the Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132, in doubtful cases to seek advice or screening of records pertaining to periods of prior service.

★3-3. **Validity period.** Unless otherwise stated in the waiver instrument, waivers granted under the provisions of this chapter are valid only for the purpose of providing continuous unbroken service for in-service personnel.

3-4. **Administrative instructions.** a. *Requests for waivers.* The use of electrical communications for the purpose of requesting waivers is discouraged. Requests for waivers will be submitted on DA Form 3072 (Request for Waiver of Disqualifications for Enlistment/Reenlistment in the Regular Army for In-Service Personnel).

b. *Disposition of approved waivers.*

★(1) When reenlistment has been accomplished, a notation of the waiver granted will be made in Items 34 and 56 on all copies of the DD Form 4. The waiver instrument, together with any report of investigation and documentary evidence on which the waiver was predicated, will be attached to the original copy of the enlistment contract.

(2) When extension has been accomplished, the waiver instrument together with any report of investigation and documentary evidence on which the waiver was predicated will be attached to the original Oath of Extension of Enlistment (DA Form 1695). A duplicate copy of the waiver instrument will be attached to the duplicate copy of the DA Form 1695.

(3) When the signing of a Statement of Intent to Reenlist has been accomplished, the approved waiver will be filed in the individual's MPRJ. Provided the individual is recommended for reenlistment at that time, the waiver will serve as an instrument to permit his immediate reenlistment at normal ETS if he has maintained a satisfactory record and nothing has occurred between granting of the waiver and the normal ETS to preclude his reenlistment.

Section II. WAIVER APPROVAL AUTHORITIES—BASIC ELIGIBILITY CRITERIA

3-5. Substantiation of requests for waiver. Unless otherwise prescribed in this chapter, requests for waivers will be submitted only for meritorious cases. All requests for waiver will be fully substantiated with appropriate documentary evidence. Documentation specified in

the following table is the minimum required. Such additional documentation as may be considered relevant and of value in reaching a sound decision on the request may also be included.

★Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria

Line	Comment
1 Overage.	
a. Waivers of overage may be granted by the Chief of Personnel Operations to otherwise qualified personnel as follows:	
(1) Those Regular Army personnel who cannot acquire the necessary minimum active Federal service to qualify for retirement by age sixty when it is determined that there is an implied or actual moral obligation based on long active Federal service.	
(2) Regular Army members age 55 or over, or who will attain age 55 before termination of new period of contracted service by reenlistment or extension, who are eligible for retirement and who meet the requirements specified below may be recommended to OPO for waivers by major commanders:	
(a) Individual has been awarded the Medal of Honor, Distinguished Service Cross, or Navy Cross.	
(b) Individuals who through a number of years of assignment in the current unit or activity adds considerably to its morale and prestige.	
(c) Individual whose performance has been outstanding when compared with others of equal grade and ability and who possess a critical Military Occupational Specialty (a critical MOS is one which requires extensive training and has a low reenlistment rate).	
b. Waivers of a(2) above granted by Chief of Personnel Operations will not authorize retention of the individual beyond the last day of the month in which he attains age 60.	
c. Requests for waivers, with reasons therefor, should be made sufficiently in advance of separation to permit continuous service.	
2 Mental Requirements	
a. Waivers for mental requirements are authorized only for persons currently serving in the Regular Army.	
b. Waivers are valid only for immediate reenlistment and therefore must be requested sufficiently in advance of separation to permit continuous service.	
c. Waivers are authorized only until the individual attains retirement eligibility with 20 years of active Federal service. Persons requesting waivers of mental requirements who will attain 20 years active Federal service on or before expiration of enlistment in which currently serving will be advised concerning their eligibility to apply for retirement. They will be informed that in the event they decline to submit such an application, they will be discharged upon expiration of current term of service and thereafter will be ineligible for reenlistment in the Regular Army, unless he qualifies for exemption from mental standards under the provisions of table 2-1, or can meet eligibility requirements of AR 601-210.	
d. All applicants for waiver of this qualification must have been recommended by their immediate unit commanders.	
e. Commanders exercising general court-martial jurisdiction over the individual concerned may, upon the recommendation of the unit commander, approve waivers for:	
(1) Regular Army male personnel with 15 or more years of active Federal service completed.	
(2) Regular Army female personnel with 10 or more years of active Federal service completed when recommended by the WAC unit commander.	
f. The Chief of Personnel Operations may, upon recommendation of the major commander concerned, approve waivers for:	
(1) Regular Army female personnel with less than 10 years of active Federal service completed provided recommended by the WAC unit commander.	
(2) Regular Army male personnel with less than 15 years of active Federal service completed who are currently serving in grade E-4 or higher and have attained a standard score of 90 or higher on at least one aptitude area of the Army Qualification Battery or Army Classification Battery.	
(3) Persons currently serving in the Regular Army who do not meet the criterion in item c(2) (d), table 2-1.	

**Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria
—Continued**

<i>Line</i>	<i>Comment</i>
3	<p>Medical Requirements.</p> <p>a. Partially disabled personnel will be processed in accordance with chapter 10, AR 635-40.</p> <p>b. The Chief of Personnel Operations may grant waivers to persons who do not meet prescribed standards of medical fitness.</p>
4	<p>Parenthood of Women.</p> <p>a. Women who become the parent by adoption, step-parent, foster parent, or custodian of a child under 18 years of age may be granted waivers under the provisions of chapter 8, AR 635-200 to permit reenlistment.</p> <p>b. Requests may be approved by commanders specified in section VI, chapter 2, AR 635-200.</p>
5	<p>Pregnancy of Married Women.</p> <p>a. Women who have completed more than 18 years, but less than 20 years active Federal service, are lawfully married and become pregnant, may be granted a waiver permitting reenlistment by The Adjutant General.</p> <p>b. Requests will be submitted in accordance with section III, chapter 8, AR 635-200.</p>
6	<p>Men and Women Who Have Lost Time.</p> <p>a. Requests for waiver of lost time may be approved by commanders as follows:</p> <p>(1) General courts-martial authority: Men with 1-15 days time lost.</p> <p>(2) Major commanders: Men with 16-30 days time lost; women with 1-5 days time lost.</p> <p>(3) Chief of Personnel Operations: Men with more than 30 days time lost; women with 6-30 days time lost (over 30 days not waivable).</p> <p>b. Requests will be submitted on DA Form 3072.</p>

★3-6. Other waiver requests. When no specific procedure for a waiver of a particular disqualification has been prescribed in this regulation, and a waiver is not prohibited (table 2-4), personnel who are otherwise qualified for reenlistment may be recommended by the unit commander through channels under the pro-

visions of this paragraph.

a. Requests for waiver under the provisions of this paragraph will be submitted to the Office of Personnel Operations in accordance with paragraph 3-2.

b. All requests must be fully justified.

Section III. CIVIL OFFENSES

★3-7. **General.** Waivers may be granted in meritorious cases to applicants who have civil court convictions or adverse juvenile adjudications. Notwithstanding the specific provisions for waiver processing prescribed by this section, all commanders will insure that the acceptance for Regular Army reenlistment of any applicant for whom waiver action under the provisions of this section is required is clearly consistent with the best interests of the United States Army.

a. In any case where doubt exists because the applicant's record of behavior raises a serious question as to his fitness for service, the reenlistment action will be held in abeyance until a determination of the applicant's acceptability has been made.

b. The authority to determine whether a case is meritorious rests at all levels of com-

mand. Any case not considered meritorious and warranting a recommendation for approval will be disapproved by the considering authority without further processing.

★3-8. **Requirements for waiver processing.** Although all offenses must be listed in the DA Form 3286 (Statements for Enlistment) (Part II—Statement of Law Violations and Previous Conditions) (chap. 7), waiver processing is required only for those offenses resulting in initial civil convictions or initial adverse juvenile adjudications. A waiver is not required on the basis of an arrest or questioning not resulting in preferral of charges, or when charges are dismissed without a determination of guilt.

a. In order to insure equitable treatment for all persons applying for Regular Army reenlistment notwithstanding the wide variance

among the statutes of the several States, the following rules are furnished for the guidance of those responsible for waiver processing.

★(1) *Expunging of the record.* In some States, there are procedures established for a subsequent "expunging of the record," or dismissal of charges, or pardon, upon evidence of rehabilitation of the offender, and such action has the effect of extinguishing the initial "conviction" or "adverse juvenile adjudication," so that under State law, the applicant has no record of conviction or adverse juvenile adjudication. Notwithstanding the legal effect of this action, a waiver to authorize the Regular Army reenlistment of such an applicant is required.

★(2) *Juvenile and youthful offenses.* For the purpose of determining eligibility for Regular Army reenlistment, a juvenile or youthful offense is defined as an offense committed by the applicant when he was below the age at which he could enlist in the Regular Army without parental consent. For male persons, offenses committed while below the age of 18 are considered juvenile or youthful offenses, regardless of disposition by civil authorities. For female persons, offenses committed while below the age of 21 are considered juvenile or youthful offenses, regardless of disposition by civil authorities.

(3) *Initial civil court conviction.* This term will be construed to mean the determination of guilt by a court (or jury), based either on the merits of the case, or on the defendant's plea of guilty or *nolo contendere*—

(a) Regardless of whether sentence was then imposed, withheld, or suspended; and

(b) Regardless of subsequent proceedings in the case to delete an initial determination of guilt from court records, based on evidence of rehabilitation or completion of a satisfactory probationary period. Examples of such "subsequent proceedings" used throughout the United States in adult offender cases are pardon, expungement, reopening of the case to change the original finding of guilty, or plea of guilty or *nolo contendere*, to not guilty and dismiss the charge; amnesty; set-

ting aside of conviction. Such subsequent proceedings merely recognize rehabilitation, and do not alter the fact that the offender committed the criminal act.

(4) *Adverse juvenile adjudication.*

(a) This term will be construed to mean that the determination by the judge or a jury in juvenile court proceedings that the juvenile is guilty of, or that he committed, the acts alleged in the petition or complaint, based either on the merits of the case or on the juvenile's admission of guilt, or plea of guilty, and the recording of such determination in the court records—

1. Regardless of whether sentence was then imposed, withheld, or suspended, and

2. Regardless of subsequent proceedings in the same case to delete an initial determination of guilt from court records, based on evidence of rehabilitation or a satisfactory period of probation or supervision. Examples of such "subsequent proceedings" used in juvenile courts in the United States are expungement; record sealing; reopening the case to change the original finding of guilty or delinquency, or the plea of guilty or admission of the truth of the allegations in the petition, to not guilty and dismissal of the original petition; setting aside the adjudication of delinquency. Such subsequent proceedings merely recognize rehabilitation and do not alter the fact that the juvenile committed the act for which he was adjudicated.

(b) The term "adverse juvenile adjudication" includes adjudication as a juvenile delinquent, wayward minor, youthful offender, delinquent child, and juvenile offender, and declaration of the juvenile as a ward of the court. The term does not include the adjudication of a juvenile as "dependent, neglected, or abandoned."

(5) *Unconditional suspended sentence and unsupervised unconditional probation.* The terms "unconditional suspended sentence" and "unsupervised unconditional probation" are defined as "suspended sentence or probationary statuses imposed by a court that places no conditions upon the individual—

(a) Regarding his freedom of movement;

(b) Requiring the payment of damages (if paid, this requirement is not then a bar to waiver consideration);

(c) Requiring periodic reporting by him to an officer of the court (to include a probation officer); or

(d) Involving supervision by an officer of the court (to include a probation officer). For example, a sentence suspended on sole condition that the offender must not commit a like offense in the next 12 months would not bar waiver consideration.

b. Only those offenses committed during current period of service and offenses not previously revealed, regardless of date of commission, require a waiver.

★c. Waivers granted to women with civil court convictions for other than juvenile or youthful offenses or minor traffic violations are valid only for immediate reenlistment since such women are not eligible for reenlistment after a break in service.

★3-9. **Orientation of applicants.** All applicants who require waivers under the provisions of this section must be specifically counseled on the limitations which may apply to their selection of reenlistment options. Waivers granted under the provisions of this section permit reenlistment. They do not constitute an exemption from the special requirements which may apply to specific options.

a. An option requiring that the applicant have no record of civil offenses would not be available to an individual requiring a waiver under the provisions of this section.

b. Offenses of the type discussed in this section may be the basis for denial or revocation of security clearance. Consequently, applicants interested in training or assignment options which require security clearances must be carefully counseled on this aspect of their selection and specifically informed of the distinct possibility that the option, if selected, may later be voided by the Army for security reasons.

★3-10. **Required investigations.** During reenlistment interviews prescribed by chapter 1, each individual must be specifically queried as to the existence of civil offenses and convictions during the current term of service so that, when appropriate, waiver action may be initiated under the provisions of this section far enough in advance to permit uninterrupted service. A thorough investigation will be made prior to determining eligibility for reenlistment of applicants requiring waiver under the provisions of this section. For minor traffic offenses, the investigation will be as prescribed by the approval authority. For other offenses, the minimum scope of prescribed investigation will be as indicated in this paragraph.

★a. Each applicant for Regular Army reenlistment is required to complete the DA Form 3286 (Statements For Enlistment) (Part II—Statement of Law Violations and Previous Conditions). The applicant will be informed of the necessity for complete and accurate statements and, that if he denies any such record and it is discovered after reenlistment that he has been untruthful, he may be subject to discharge for fraudulent reenlistment or trial by court-martial for a violation of Article 83, UCMJ.

★b. If the applicant admits such a record, or if he does not admit one and the unit commander has reason to believe such a record does exist, reenlistment action will be held in abeyance pending a complete investigation of the facts in the case.

★c. If the applicant admits such a record and civil authorities refuse to furnish information regarding offender records, the reenlistment will be held in abeyance and the applicant will be advised that the burden of obtaining and furnishing the information is upon him.

d. The investigation will be conducted by the unit commander or an experienced officer designated by the commander. In addition to a review of appropriate personnel records and the results of reenlistment interviews the investigation will include—

(1) Information concerning the applicant's current character and habits.

(2) Conduct and efficiency ratings.

(3) Details regarding the nature of the offense, age at time offense was committed, and sentence imposed.

(4) Date unconditionally released from civil control.

(5) Type and duration of current civil restraint, if any.

(6) The evaluation of the civil court and its probation officers, if any.

(7) The recommendation of the investigating officer.

e. The reports of investigation of meritorious cases which are recommended for approval by the unit commander will be forwarded to the appropriate higher commander for final determination.

(1) Each major commander will appoint a board of commissioned officers, at least one of whom will be of field grade, to review all requests for waivers forwarded for his consideration and to make recommendations thereon.

(2) Only those cases considered meritori-

ous by the major commander will be approved or forwarded by him for further consideration, as appropriate.

★(3) When the offense involved was an adult felony, the final determination that a case is meritorious and warrants forwarding with a recommendation for approval will be made personally by the responsible commander at each level. This will be shown by his personal signature on the forwarding document or a statement to this effect will be included in the forwarding indorsement. This authority may not be delegated.

f. All information received from judicial authorities and probation officers, all character, police and employment references, or any other documents reflecting upon the character of an applicant are confidential in nature. Their source and contents will be treated accordingly and will not be made available to any person outside military personnel management channels. It is incumbent upon all persons who have access to such information to refrain from divulging the nature or source of any adverse rating to prevent reflections on institutions, officials, or others who have made objective ratings.

Table 3-2. Waiver Approval Authorities—Civil Offenses

<i>Line</i>	<i>Offense</i>	<i>Category of personnel</i>	<i>Waiver authority</i>
1	Minor Traffic Violations (table 2-2A)	a. All women b. All men	a. GCM Authority. b. GCM Authority. c. Authority may be delegated to unit commander.
2	Single Minor Nontraffic Offense (table 2-2B).	a. All women b. All men	a. GCM Authority. b. GCM Authority. c. Authority may be delegated to unit commander.
3	Two or more Minor Nontraffic Offenses (table 2-2B).	a. All women b. All men	a. Chief of Personnel Operations.* b. Major commander.
4	Other (Not Minor) Misdemeanors (table 2-2C).	a. All women b. All men	a. Chief of Personnel Operations.* b. Major commander.
5	Felony Offenses (table 2-2D)	a. By all women b. By male juveniles c. By male adults	a. Chief of Personnel Operations.* b. Major commanders. c. Chief of Personnel Operations.*
6	Civil Restraint	a. All women b. All men	a. Chief of Personnel Operations.* b. Chief of Personnel Operations.

* With concurrence Director, Women's Army Corps.

CHAPTER 4

ACTIONS AUTHORIZED TO MEET LENGTH OF SERVICE REQUIREMENTS

★Section I. REGULAR ARMY PERSONNEL

4-1. **General.** *a.* Enlisted members of the Regular Army who have insufficient service remaining on current enlistment to satisfy service requirements will be afforded the opportunity or required, as appropriate, to take authorized actions indicated below to provide for continued service. Persons who are selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training will not be authorized discharge and immediate reenlistment if they have the required amount of service remaining or can meet the time remaining requirements by an extension of their current enlistment. If time remaining requirements for these persons cannot be met by extension, a reenlistment period of 3 years is authorized. Regular Army personnel who are reenlistment qualified, including those granted waivers, may take one or more of the following actions as authorized by this section, to provide for continued service:

(1) Elect a discharge for the convenience of the Government for the purpose of immediate reenlistment as provided for in chapter 5, AR 635-200.

(2) Extend current enlistment.

(3) Sign a statement of intent to reenlist (available only to persons with more than 6 years service for pay completed).

b. Individuals with more than 6 years service for pay completed are required to take appropriate action to meet service remaining requirements.

4-2. **Parental consent.** Parental consent is required for a reenlistment or extension accom-

plished for men who are under 18 years of age and women who are under 21 years of age at the time. Such consent will be obtained in accordance with chapter 5.

4-3. **Extension of enlistments.** Regular Army enlisted members may request an extension of enlistment in monthly increments up to 6 months, in 3-month increments from 6 months to 2 years, and in yearly increments from 2 years to 4 years in accordance with table 4-1.

a. Members who are permitted to extend their term of service must be fully qualified under the provisions of section I, chapter 2.

b. Extensions are authorized only for the purpose specified in this section or to retire after scheduled ETS (see AR 635-200), except that the commander having custody of the individual's personnel records may authorize extension for other purposes when he determines it to be in the best interests of the Army.

c. Requests for extension will not be accepted from persons who are transfer processing for separation.

d. Periods of extensions will not be greater than the authorized reenlistment periods prescribed in table 2-5.

e. Normally, only one extension will be authorized. However, the appropriate major commander may authorize a subsequent extension (subsequent extensions will not be granted for the purpose of changing a retirement date, i.e., after an individual submits an application for retirement) when he deems such action justified, unless OPO must act upon a waiver re-

quest before an individual is fully qualified. If subsequent extensions are granted, the combined total of these extensions and all previous extensions of the current enlistment may not exceed 48 months.

f. Provided the period of extension has not commenced, the commander having custody of the individual's personnel records may approve a request for cancellation of extension for the purpose of immediate reenlistment, if otherwise eligible, or for the purpose of requesting a longer period of extension. Requests for cancellation for any other purpose will be forwarded to the Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132. When approved, the original of the request for cancella-

tion will be forwarded to U.S. Army Personnel Service Support Center, Fort Benjamin Harrison, IN 46249, and the duplicate will be filed as permanent material in the "Field file section" of the individual's DA Form 201. Concurrently with the approval of a cancellation of an extension of enlistment, action will be taken to correct and/or cancel as appropriate, any record, reports, personnel action, etc., affected by the extension.

g. When the period of extension has commenced and provided the individual is otherwise eligible, the commander may approve a request for separation for the purpose of immediate reenlistment when such reenlistment will not counteract the original purpose of the extension.

Table 4-1. Extension of Enlistment Criteria (see Chapter 5 for Processing Instructions)

	A	B	C	D
R U L E	If a member requests an extension and the purpose is	then limit extension to minimum time needed to achieve its purpose	except extension will not exceed	and action will be taken
1	to meet service remaining requirements for service school training or special assignment of choice	X	48 months	prior to compliance with orders directing movement or enrollment
2	volunteering for an overseas assignment or to complete a normal overseas tour	X	48 months	prior to compliance with orders directing movement
3	to meet service remaining requirements for service school training or special assignment for which selected	X	48 months	prior to compliance with orders directing movement
4	selected for overseas assignment with insufficient service remaining to complete the prescribed overseas tour including members of units which are making a unit movement overseas	X	48 months	prior to compliance with orders directing movement

	A	B	C	D
R U L E	If a member requests an extension and the purpose is	then limit extension to minimum time needed to achieve its purpose	except extension will not exceed	and action will be taken
5	ordered overseas and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to compliance with orders directing movement
6	serving in an overseas area and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned	X	48 months	prior to being granted approval for nonconcurrent travel of dependents

4-4. **Statement of intent to reenlist.** Regular Army enlisted personnel with more than 6 years service for pay completed who are fully qualified for reenlistment under this regulation and whose discharge pay and allowances and/or reenlistment bonus would be adversely affected by an extension or reenlistment prior to normal ETS may sign a Statement of Intent to Reenlist. The Statement of Intent to Reenlist will be completed at the same time as prescribed by column D, table 4-1 for extensions.

a. The Statement of Intent to Reenlist (DA Form 3338) will be prepared in at least two copies with both the original and duplicate signed by the individual executing the statement and by a commissioned officer as witness. When the statement of intent to reenlist is signed the original of the Statement of Intent to Reenlistment will be forwarded to Commanding Officer, U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, IN 46249. The duplicate will be filed as a permanent document in the MPRJ (DA Form 201).

b. Persons who sign a Statement of Intent to Reenlist and then decline are ineligible to reenlist in grade and for a period of 93 days

after discharge. Code RE-2A is applicable. Such classification may not be subsequently removed without prior approval of Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

c. Persons who sign a Statement of Intent to Reenlist and then decline after having received services based on the statement (such as transportation of dependents, movement of household goods or automobile) are ineligible for RA reenlistment at anytime. Such persons also may be required to reimburse the Government for the cost of the services received.

4-5. **Processing of persons who refuse to take action to meet length of service requirements.**

a. Individuals who refuse to take action to meet length of service requirements will be counseled on the effects of their refusal. A statement to the effect that the individual has been counseled and refuses to comply with published instructions will be prepared. This statement will include the date, time, and place of counseling, and the name of the counseling officer. The original statement will

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be forwarded to Commanding Officer, U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, IN 46249, and a copy will be filed as permanent material in the "Field File Section" of the individual's DA Form 201. An additional copy of the statement will be prepared and forwarded to the Chief of Personnel Operations, ATTN: EPADS, Washington, DC 20310, for persons serving in pay grades E-7, E-8, and E-9 as well as personnel of all grades with intelligence, special category, enlisted AIDE, and NCO Logistic MOS or special qualification identifiers as indicated in figure 3-2, AR 600-200.

b. These individuals are ineligible to reenlist in grade and for a period of 93 days after discharge. The individual's separation documents will be coded RE-2A.

c. Requests for withdrawal of counseling statement by persons serving in CONUS will

be fully justified, and submitted to Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132 for approval/disapproval. Personnel serving oversea will forward requests for withdrawal of counseling statements, fully justified, to the major oversea commander for approval/disapproval. Such request will be submitted prior to 90 days (120 days for E-7, E-8, and E-9) before rotation date. Disposition of approval of withdrawal of counseling statement will be the same as the counseling statement (a above).

4-6. Statement of intent to reenlist. (Rescinded)

4-7. Persons with 4 or less years of service for pay completed. (Rescinded)

4-8. Persons with over 4 years service for pay completed. (Rescinded)

4-9. Entitlements. (Rescinded)

Section II. ARMY OF THE UNITED STATES AND RESERVE COMPONENTS PERSONNEL

★4-10. General. Members of the Army National Guard of the United States (ARNGUS) and the Army Reserve (USAR), currently serving in the Active Army who do not desire separation under the provisions of AR 635-200, for the purpose of immediate reenlistment, may voluntarily remain on duty beyond expiration of current active duty tour for monthly periods up to a maximum of 11 months. Members of the Army of the United States without component (inductees) may be released from active duty by reason of expiration term of service and may be voluntarily ordered to active duty as reservists.

a. Extensions of periods of active duty may be authorized for the following reasons:

(1) When determined to be in the best interest of the service.

(2) To meet the minimum service remaining requirement for individuals volunteering and selected for—

(a) Specific programs.

(b) Assignment to specific organizations, or

(c) Attendance at Army service schools.

b. Commanders having custody of personnel records are delegated authority to—

(1) Approve requests for extensions of active duty under the provisions of this section, unless a waiver must be granted by a higher authority than the one authorized to grant extensions. In these cases, the approving authority for the waiver must also approve the extension.

(2) Approve requests for cancellation of extensions, provided the period of extension has not commenced.

★c. As an exception to the 11-month maximum period of extension, members of the Army National Guard of the United States and the Army Reserve currently serving on active duty who have applied and been selected for OCS may extend their period of active duty in monthly increments up to the number of months required to meet the service obligation set forth in AR 351-5.

4-11. Eligibility. The following categories of personnel may not voluntarily extend their periods of active duty:

★a. Individuals who do not meet the criteria

CHAPTER 5

PROCESSING OF APPLICANTS

Section I. GENERAL INFORMATION

★5-1. **Purpose.** The primary purpose of applicant processing is to insure that all persons accepted for Regular Army reenlistment possess the required qualifications. Its secondary purpose is to insure the accurate preparation of records and reports which document the applicant's military status and which therefore may be a matter of major importance during the individual's military service, upon his return to civilian life, and even after his death. Information pertaining to the preparation and disposition of appropriate enlistment forms and records is covered in chapter 7. Other appropriate directives prescribe detailed instructions concerning other personnel records.

★5-2. **Application.** A member currently serving in the Active Army who desires to reenlist in the Regular Army or to extend a current Regular Army enlistment will submit to his immediate commander, a Request for Regular Army Reenlistment or Extension (DA Form 3340). The unit commander will make an appropriate determination as outlined in chapter 1 concerning the individual's desirability for Regular Army service. When the unit commander approves of the request submitted, appropriate processing outlined in this chapter will be accomplished.

Section II. DETERMINATION OF QUALIFICATIONS

5-3. **General.** Most items of relevant data pertaining to an individual's eligibility for Regular Army service are a matter of record and can be verified from official personnel records. Particular attention, however, will be given to the matters covered in this section.

★5-4. **Parental consent.** The consent of the parent(s) or legal guardian(s) of all men under 18 years of age and all women under 21 years of age at the time of reenlistment or extension of enlistment is required. Consent is required for minor women regardless of their marital status. The oath of enlistment, or the oath of extension of enlistment will not be administered until the required consent has been obtained. The DD Form 373 (Consent, Declaration of Parent or Legal Guardian) or the consent form, DA Form 2492-R (Consent of Parent(s) or Legal Guardian(s) for Extension of Enlistment of a Minor) (fig. 5-1), as

appropriate will be used to obtain consent required. The DA Form 2492-R, will be reproduced locally on 8- by 7-inch paper.

a. The DD Form 373 or DA Form 2492-R, as appropriate, will be dispatched to the parent(s) or guardian(s) who consented to the individual's entry into military service originally, as indicated on the DD Form 373.

b. Where such action is not possible for reasons such as death, etc., the form may be dispatched to the surviving parent or present guardian, and the wording of the form modified to fit the circumstances.

★c. It will be completed in duplicate and when returned by parent(s) or legal guardian(s) will be attached to the original and duplicate of the oath of enlistment or extension.

★5-5. **Mental qualifications.** Male and female applicants for Regular Army reenlistment who

do not meet the mental prerequisites established in chapter 2 and who do not qualify for exception to those standards may be (re)tested with the Army Classification Battery (ACB) under the provisions of AR 600-200 for the purpose of establishing eligibility for Regular Army reenlistment. Combat A and Combat B aptitude area scores will not be computed for women.

★5-6. **Medical qualifications.** A medical examination is not required for persons currently serving in the Active Army who are discharged under the provisions of chapter 5, AR 635-200 (Convenience of the Government) for the purpose of immediate reenlistment.

★5-7. **Application for grade determination.** A request for grade determination will be submitted for applicants indicated in chapter 2. Requests will be submitted on DA Form 1696-R (Enlistment Qualifying Application (Specially Recruited Personnel) (fig. 5-2)) which will be locally reproduced on 8- by 10½-inch paper. The title will appear on all locally reproduced forms. Supporting documents as appropriate will be attached to the form. Applicants from commissioned and warrant officers will be forwarded through the major commander to Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132.

★a. Those commissioned and warrant officers currently on active duty who intend to reenlist the day following termination of their current active duty service will submit application for grade determination as soon as possible after receipt of DA notification and at least 45 days prior to release from active duty.

(1) The MOS and pay grade(s) in which the commissioned or warrant officer desires to be evaluated will be entered in the remarks section of DA Form 1696-R and an MOS evaluation will be completed as required by chapter 5, AR 600-200.

Section III. SPECIAL PROCESSING FOR MEMBERS OF RESERVE COMPONENTS OF ARMED FORCES OF THE UNITED STATES

★5-8. **Policy.** The integrity of Troop Program units of the Reserve components on active duty for training under the RFA-55 or REP-63 Pro-

gram will be preserved so far as is practicable. Members of the Reserve components will not be actively solicited to reenlist in the Regular

★(2) Commissioned and warrant officers with prior enlisted service normally will be eligible to apply for reenlistment in their prior enlisted pay grade or in pay grade E-5, whichever is higher. Commissioned and warrant officers without prior enlisted service may apply for enlistment in pay grade E-5; however, individual qualifications will determine the grade to be awarded.

★(3) In exceptional cases, reenlistment at a higher grade than previously specified may be authorized by the Department of the Army when the individual possesses significant qualifications required in an enlisted MOS, and when the individual is recommended for such higher grade by the major commander. However, reenlistment in pay grade E-8 or E-9 may be recommended only when the individual previously held such grade.

(4) Unit personnel officers will record the MOS evaluation tests (4-character), date tested, and evaluation score(s) attained, as shown on the evaluation data card received from the USAEEC, in item 14 of the application prior to forwarding through channels for comment of the commanders.

b. Major commanders will evaluate the individual's qualifications and indicate a recommended grade and MOS. The MOS must be one in which the individual attained an evaluation score of 70 or higher, or an MOS in which the individual could not be evaluated due to non-availability of a test or to lack of sufficient time to permit testing between notice of release from active duty and scheduled date of release.

★c. In making recommendations, the commander will give consideration to the commissioned or warrant officer grade attained, positions held, previous enlisted grades held, training, and potential value to the Army.

Army; however, all information and assistance will be rendered upon an individual member's request. Enlisted members of the Regular Army are not authorized to hold a Reserve commission or warrant in an Armed Force other than the Army. Applicants for Regular Army reenlistment will be advised of this prohibition.

★5-9. **Application.** Applications for reenlistment in the Regular Army may be accepted from members of the Reserve components as specified below:

a. US Army Reserve. Reenlistment may be accomplished except that reservists on REP-63 training under the RFA-55 or REP-63 Program may not be reenlisted prior to completion of active duty for training tour.

b. Army National Guard. Reenlistment may be accomplished except during the performance of any period of active duty for training.

5-10. **Clearance.** Reenlistment in a regular component has the effect of automatically terminating Reserve status and severing Reserve administrative implications. To insure accurate accounting of Reserve component assets and timely removal from reserve strength, when appropriate, it is essential that Reserve components receive prompt notification of a member's intent to reenlist in the Regular Army. This notification is accomplished through use of the DD Form 368 (Request for Discharge or Clearance from Reserve Component).

a. The DD Form 368 will be prepared and dispatched by certified mail as indicated below. The return certified mail receipt will be filed as proof of receipt. Reenlistment may be authorized upon return of the approved clearance or after 3 weeks from the date the certified mail is received by the appropriate Reserve addressee, if no reply is received. If an unfavorable reply is received within the 3-week period, the applicant will not be reenlisted.

b. For members of units of the US Army Reserve and Army National Guard, the DD

Form 368 will be prepared and dispatched to the member's unit commander. In the case of Army National Guard members, an information copy of the DD Form 368 will be forward to the adjutant general of the appropriate State.

c. For nonunit members of the US Army Reserve, the DD Form 368 is not required and will not be submitted.

5-11. **Notification of Reenlisted.** When a member of a Reserve component is reenlisted in the Regular Army, the enlisting officer will promptly notify the appropriate agency listed below so that necessary action may be taken to separate the individual or vacate the commission or warrant, as applicable. The quadruplicate copy of the DD Form 4 will be utilized for this purpose. Should it be required that the certificate of discharge from the Reserves be forwarded to an address other than that shown in Item 41, DD Form 4, a partially completed DD Form 368 will be prepared and appended to the quadruplicate copy of the DD Form 4 when forwarded. The DD Form 368 will contain the enlistee's name, SSN, date of reenlistment and a completed paragraph 2.

a. US Army Reserves.

(1) Unit members: Commanding General, (number) US Army within whose area the USAR unit to which the enlistee is assigned is located, or Oversea Command Headquarters having Ready Reserve Personnel Administration Responsibilities.

(2) Nonunit member (includes reservists assigned to the Ready Reserve Mobilization Reinforcement Pool, Standby Reserve and Retired Reserve): Commanding Officer, US Army Administration Center, 9700 Page Boulevard, St. Louis, MO 63132.

If the individual is not positive of his Reserve assignment, documents will be forwarded as prescribed in (2) above.

b. Army National Guard. Commanding officer of the unit to which the individual is assigned. Information copy of DD Form 368 and DD Form 4 to the adjutant general of the appropriate State.

Section IV. ADMINISTRATION OF OATH OF ENLISTMENT AND RELATED MATTERS

5-12. Orientation prior to administration of oath. Prior to administering the oath of enlistment or extension, the enlisting officer will thoroughly explain the provisions of Article 83, the Uniform Code of Military Justice to the applicant. Its significance with respect to the applicant's answers to questions recorded on enlistment forms will be revealed to the applicant, emphasizing that all statements made by the applicant thereon must be correct.

a. The applicant will be informed that anything against the record which may be a bar to enlistment should be disclosed before the oath is administered.

b. The applicant will also be warned that his fingerprints are on file with the Federal Bureau of Investigation and that should he conceal a criminal record, such record will be discovered later and he will be subject to trial by court-martial for fraudulent enlistment, or in lieu of trial, he may be given an undesirable discharge.

★5-13. Administration of oath of enlistment. The oath of enlistment or extension will be administered by a commissioned officer. Suitable arrangements will be made to insure that the oath is administered in a dignified manner and in appropriate surroundings. The ceremony should be personalized and made meaningful to the individual reenlisting. The flag of the

United States will be displayed prominently near the individual administering the oath. The words "So help me God" may be omitted for those persons who desire to affirm rather than to swear to the oath. Subsequent to enlistment, the substances of Articles 85 and 86, the Uniform Code of Military Justice, will be explained to the individual.

5-14. Date of reenlistment antedating reenlistments. Except as indicated below, the date of reenlistment is the date upon which the oath of enlistment is administered, and it must be shown on the enlistment record above the signature of the officer who administers the oath.

a. No reenlistment will be antedated without prior approval of The Adjutant General. When reenlistment in the Regular Army of an individual is delayed through no fault of his own, but for the convenience of the Government, and it appears that he has a well-founded claim to have a prior date recorded as the date of reenlistment, a full report of all the facts, with recommendations will be made to the Commanding Officer, U.S. Army Personnel Services Support Center, ATTN: AGPE-R, Fort Benjamin Harrison, IN 46249.

b. Under no circumstances will a reenlistment be postdated.

Line	Item	Comment
		<p>f. Advised that should he fail to satisfactorily complete training in MOS 91A he will be reduced to the grade held prior to entry into basic medical training and will be required to complete the term of service for which reenlisted.</p> <p>g. Advised that upon successful completion of training he will be reassigned in accordance with the needs of the Army and no promise concerning his future assignments can be made.</p> <p>h. Informed that qualified applicants who have previously completed training in MOS 91A successfully are not required to undergo retraining. Such persons who reenlist for this option are appointed to specialist five, pay grade E-5 and awarded MOS 91C immediately upon reenlistment for this option.</p>
6	OPTION PROCESSING PROCEDURES	<p>a. <i>Verification of qualifications:</i></p> <p>(1) The applicant's license as a practical or vocational nurse will be examined and its validity verified.</p> <p>(2) The applicant will be required to submit a school record which verified the length, State approval, and successful completion of the 1-year nursing course required.</p> <p>(3) The license number and State identification will be recorded on the DD Form 4 as indicated on line 10 below.</p> <p>(4) All personal documents used to verify applicant's qualifications will be returned to the applicant.</p> <p>b. <i>Quotas:</i> No quotas apply to this option.</p> <p>c. <i>Assignment:</i> Qualified persons who apply for this option who have previously completed MOS 91A training successfully and who are eligible for appointment to grade E-5 and award of MOS 91C immediately upon reenlistment will be reported to Headquarters, Department of the Army for assignment instructions in accordance with AR 614-205.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the Practical Nurse Reenlistment Options is DA Form 3286-16-R (image size 7 x 9 2/3 inches) which will be reproduced locally on 8- by 10 1/2-inch paper (fig. 6-1).
9	RECORD ENTRIES AND ORDERS	<p>a. <i>Orders:</i> Reenlistment orders will specify applicant is an enlistee for the Practical Nurse Reenlistment Option under the provisions of table 6-14 and will include the following additional information:</p> <p>(1) For applicants who require MOS 91A training, orders will reassign individual to the Medical Training Center, Fort Sam Houston, Tex. for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.</p> <p>(2) For applicants who have successfully undergone MOS 91A training previously, orders will assign the individual in accordance with OPO assignment instructions.</p> <p>b. <i>DD Form 4.</i> <i>Item 56:</i> Ref Item 48: Currently licensed as a practical (or vocational) nurse per (State) nurse license certificate (number) expiration date (date).</p>

Table 6-15. In-Service Drill Sergeant Reenlistment Option

Line	Item	Comment
1	NAME OF OPTION	In-Service Drill Sergeant Reenlistment Option.
2	DESCRIPTION OF OPTION	This option is for an 18-month stabilized tour of duty at one of three training centers of choice provided applicant completes the drill sergeant course and is accepted as a drill sergeant.
3	AVAILABLE TO	Qualified male enlisted applicants serving overseas reenlisting for 4-, 5-, or 6-year periods regardless of length of service who— a. Are serving in pay grades E-4 through E-7. b. Will complete unaccompanied normal overseas tours of duty in short tour areas.
4	PREREQUISITES	Applicant must be qualified under the provisions of AR 614-204.
5	INFORMATION TO APPLICANTS	Applicants who will complete a normal overseas tour of duty are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.
6	OPTION PROCESSING PROCEDURES	<p>a. <i>Obtaining assignment instructions.</i></p> <p>(1) <i>When:</i> Request will be made not earlier than 6 months nor later than 1 month prior to completion of normal overseas tour.</p> <p>(2) <i>How:</i></p> <p>(a) Assignment authorizations will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPADR, telephone OXford 5-7293. AUTOVON (AUTOVON Voice Network) lines will be used to the maximum.</p> <p>(b) Upon receipt of a telephone call or communication requesting assignment authorization for a specific training center, the Office of Personnel Operations will determine CONUS requirement. If a requirement does not exist at any of the three choices, an alternate assignment will be offered prospective reenlistee.</p> <p>(3) <i>What:</i></p> <p>(a) In this request for assignment instructions, the career counselor will report the following:</p> <ol style="list-style-type: none"> (1) Name. (2) Grade. (3) SN/SSAN. (4) PMOS. (5) ETS. (6) BPED. (7) DEROS. (8) BASD. (9) Citizenship. (10) Marital status. (11) Number of dependents. (12) Number of months overseas. (13) DDALV desired. (14) Desired assignment (3 choices of training centers). <p>(b) When authorization to reenlist for this option is granted, the career counselor will be certain that he has obtained the following information:</p> <ol style="list-style-type: none"> 1. Assignment Control Number (ACN). This number will be used in reenlistment orders and recorded on DD Form 4 as prescribed by line 8 below.

Line	Item	Comment
		<ul style="list-style-type: none"> 2. Training Center for which reenlistment is authorized. 3. Name of individual in OPO approving request and date of approval.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	Line 7, table 6-1 not applicable to this option. See line 6 above.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the In-Service Drill Sergeant Reenlistment Option is DA Form 3286-20-R (image size 7 x 9 2/3 inches) (fig. 6-2) which will be reproduced locally on 8- by 10 1/2-inch paper.
9	RECORD ENTRIES AND ORDERS	<ul style="list-style-type: none"> a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the Drill Sergeant Reenlistment Option under the provisions of table 6-15 and include additional information as follows: <ul style="list-style-type: none"> (1) Assignment Control Number (ACN). (2) Date of authorization. b. <i>DD Form 4</i>: <ul style="list-style-type: none"> (1) <i>Item 48</i>: Drill Sergeant Reenlistment Option with assignment to (specify as indicated in assignment authorization). (2) <i>Item 56</i>: Ref Item 48: Authorization for assignment control number (ACN) per DA instrument of authority (date).

Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/ Instructor Duty

Line	Item	Comment
1	NAME OF OPTION	In-Service Reenlistment Option for WAC Training Sergeant/ Instructor Duty.
2	DESCRIPTION OF OPTION ...	<ul style="list-style-type: none"> a. Promises initial assignment to duty as a WAC Training Sergeant or instructor at the United States Women's Army Corps Center (USWACC) or United States Women's Army Corps School (USWACS), Fort McClellan, Ala. b Initial assignment is for a stabilized period of 24 months. c. Promotion as follows: <ul style="list-style-type: none"> (1) Individuals entering this program in grade E-4 will be promoted to grade E-5 after 30 days outstanding performance of duty. Promotions will be made without regard to time in grade/service and Department of the Army quota. (2) Individuals entering this program in grade E-5 will be promoted to E-6 after 4 months of outstanding performance of duty. Promotions will be made without regard to time in grade/service and Department of the Army quota. (3) Individuals entering this program in grade E-6 may be promoted to E-7 if otherwise qualified under criteria established in AR 600-200. Department of the Army quotas are required (4) An individual may receive only one promotion under this authority.
3	AVAILABLE TO	<p>Qualified female applicants immediately reenlisting in the Regular Army for 3-, 4-, 5-, or 6-year periods who:</p> <ul style="list-style-type: none"> a. Have 30 months continuous service of which 2 years have been served at stations other than the WAC Center or WAC School, Fort McClellan, Ala.

**Table 6-16. In-Service Reenlistment Option for WAC Training Sergeant/
Instructor Duty—Continued**

<i>Line</i>	<i>Item</i>	<i>Comment</i>
4	PREREQUISITES	<p>b. Are serving in pay grade E-4 through E-7.</p> <p>Applicant must:</p> <p>a. Possess minimum profile 111121, with no temporary or permanent limitations for assignment to duties requiring marching, prolonged standing, or physical exercise.</p> <p>b. Must have recorded GT score of 100 or higher.</p> <p>c. Possess excellent personal appearance and military bearing.</p> <p>d. Have demonstrated leadership potential.</p> <p>e. Have excellent conduct and efficiency ratings during current term of service and be recommended by her unit commander.</p> <p>f. Have no record of emotional instability.</p> <p>g. Be 39 years of age or less.</p> <p>h. Meet basic eligibility requirements for reenlistments as modified by the provisions of this table and be accepted for this duty by the CO, U.S. WAC Center, Fort McClellan, Ala.</p> <p>i. Not be receiving proficiency pay (specialty).</p>
5	INFORMATION TO APPLICANTS	<p>a. Those EW serving as specialists in grades E-6 and E-7 may only apply for instructor positions under this option.</p> <p>b. When a NAC has not been completed, their desire to reenlist for this option must be stated a minimum of 120 days prior to expected reenlistment date in order to provide adequate time for completion of NAC and required processing.</p> <p>c. Applicants are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.</p>
6	OPTION PROCESSING PROCEDURES	<p>a. Applicant will:</p> <p>(1) In CONUS, submit an application, through channels, to the appropriate major commander. Applications will be forwarded by major commanders to the CO, USWACC.</p> <p>(2) Include a statement indicating choice of duty assignment as instructor, platoon sergeant, or either.</p> <p>b. Applicant's unit commander will forward with a recommendation indicating EW's leadership potential for the choice of duty indicated and EW's conduct and efficiency rating.</p> <p>c. Applications will include a recent 8 x 10 full length photograph of the individual.</p> <p>d. Applications will not be disapproved by an intermediate headquarters prior to submission to CO, USWACC, unless an obvious disqualifying factor previously overlooked by the serving personnel officer is discovered.</p> <p>e. The Commanding Officer, USWACC will forward approved applications to the Chief of Personnel Operations, ATTN: EPADR-CAW, for personnel grade E-6 and below and ATTN: EPADS, for personnel grade E-7 for assignment instructions.</p> <p>f. Upon receipt of assignment instructions, applicant will undergo normal reenlistment processing.</p>
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	<p>a. Comment b, line 7, table 6-1, not applicable to this option.</p> <p>b. In oversea commands, submit an application through channels to the major oversea commanders not earlier than 8 months or later than 6 months prior to completion of oversea tour.</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		Application will be forwarded by major oversea commanders to the CO, USWACC.
8	STATEMENTS FOR ENLISTMENT	Part VI—for the In-Service Reenlistment Option for WAC Training Sergeant/Instructor Duty is DA Form 3286-21-R (image size 7 x 9 4/6 inches) (fig. 6-3) which will be reproduced locally on 8- by 10 1/2-inch paper.
9	RECORD ENTRIES AND ORDERS	DD Form 4: Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).

Table 6-17. In-Service Reenlistment Option for WAC Recruiting Duty

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	In-Service Reenlistment Option for WAC Recruiting Duty.
2	DESCRIPTION OF OPTION	Promises initial assignment to recruiting duty in an area of choice where a vacancy exists.
3	AVAILABLE TO QUALIFIED APPLICANTS	a. Have minimum of 2 years service in the Regular Army. b. Are serving in pay grades E-4 through E-6. c. Comment a(2), line 3, table 6-1 not applicable to this option.
4	PREREQUISITES	a. Not receiving proficiency pay (specialty). b. Efficiency and conduct rating: Excellent. c. Possess outstanding appearance and bearing and not exceed the maximum weight prescribed for height and age in table II, appendix III, AR 40-501. d. Age: At least 21 years old. e. Grade: E-4, E-5, E-6. f. Minimum service: 2 years. g. Recorded GT (general technical) aptitude area score: 110 or higher. h. Hold valid Army or State motor vehicle operators permit. i. High school graduate or present substantiating data of the successful completion of the high school level general educational development (GED) test. j. National Agency Check completed or possess a secret or higher security clearance. Those women for whom a NAC has not been completed will be advised that their desire to reenlist for this option should be stated a minimum of 120 days prior to expected reenlistment date to provide adequate time for completion of NAC and required processing. A request for a NAC will be initiated immediately for those women requiring it in order to be eligible for recruiting duty. (1) The "return results" portion of DD Form 1584 will read: Commanding General, United States Army Recruiting Command, ATTN: USARCAO-5, Hampton, VA 23369. (2) Applications will not be held awaiting results of the NAC. k. Subject of a favorable records check at the U.S. Army Investigative Records Repository, Fort Holabird, MD 21219. Waivers may be granted only for prerequisite g above. Applications will indicate requirement for waiver and approval of application by the Commanding General, United States Army Recruiting Command who will also constitute approval of waiver.

Table 6-17. In-Service Reenlistment Option for WAC Recruiting Duty
—Continued

Line	Item	Comment
5	INFORMATION TO APPLICANTS -----	<p>a. If not previously qualified for the award of MOS OOE they will be required to successfully complete the Army Recruiting and Career Counseling Course of Instruction at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana and serve a probationary period of duty (not to exceed 6 months) prescribed by paragraph 19, AR 601-275 for award of MOS OOE and designation of this MOS as primary.</p> <p>b. Retention or award of MOS OOE and continuance on recruiting duty will be dependent upon their conduct and performance of duty.</p> <p>c. The provisions of paragraph 10-3b(3), AR 600-200 which prescribes that "an individual will not be eligible to receive the Variable Reenlistment Bonus, if at the time of reenlistment, he or she selects an option for retraining which, upon successful completion, results in redesignation of PMOS."</p> <p>d. Applicants are authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option.</p>
6	OPTION PROCESSING PROCEDURES -----	<p>a. Enlisted women desiring to reenlist for this option will submit an application for recruiting duty as prescribed in AR 601-275. In addition—</p> <p>(1) The applicant will include a list, in order of preference, of three location (city and State) where she would prefer to be assigned upon reenlistment for this option.</p> <p>(2) The WAC Recruiting Division, United States Army Recruiting Command (AUTOVON 555-3900, extension 3813) will be contacted for information on available vacancies.</p> <p>b. The requirements of AR 601-275 with respect to applicant statement and appearance before a board will be complied with.</p> <p>c. Applications of women recommended for recruiting duty by the interview board will be forwarded by airmail to the Commanding General, United States Army Recruiting Command, ATTN: USARCAG, Hampton, VA 23369. The statement of the applicant and a copy of the interview board recommendation will accompany the application.</p> <p>d. Applications of women not recommended for recruiting duty by the interview board or the Commanding General, United States Army Recruiting Command will be returned (to include completed NAC) as rapidly as possible and the applicant informed she is ineligible for this option.</p> <p>e. Upon determination that an applicant is acceptable for recruiting duty, the Commanding General, United States Army Recruiting Command will, by direct electrical communication, notify the appropriate commander of the acceptance of the applicant for a specific recruiting area and request confirmation of the individual's reenlistment or intent to reenlist for the recruiting area for which selected. Upon receipt of such electrically transmitted confirmation, the Commanding General, United States Army Recruiting Command will process the application to the Office of Personnel Operations, Department of the Army as prescribed by AR 601-275.</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		f. Upon approval of application for recruiting duty, the applicant will undergo normal reenlistment processing prescribed by this regulation.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND	No modifications.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for the In-Service Reenlistment Option for WAC Recruiting Duty is DA Form 3286-18-R (image size 7 x 9 4/6 inches) (fig. 6-4) which will be reproduced locally on 8 x 10 1/2-inch paper.
9	RECORD ENTRIES AND ORDERS	No modifications.

Tabue 6-18. Reenlistment Option for WAC Personnel for CONUS Station of Choice

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Reenlistment Option for WAC Personnel for CONUS station of choice
2	DESCRIPTION OF OPTION	Promises qualified women initial duty assignment to a CONUS station of choice.
3	AVAILABLE TO QUALIFIED APPLICANTS	Female applicants in CONUS who: a. Have at least 3 years Army service for pay completed, and b. Are serving in pay grade E-6 or below c. Comment a(2), line 3, table 6-1 not applicable to this option.
4	PREREQUISITES WHICH MUST BE MET BEFORE REENLISTMENT	Applicant must: a. Be qualified in an MOS for which a requirement exists at the CONUS station for which applying. Women eligible for appointment to grade E-4 and below will be limited to assignment to those stations having a WAC unit unless they are authorized to reside off post in accordance with the provisions of AR 600-3. b. Have no assignment limitation which would preclude assignment to the station of choice.
5	INFORMATION TO APPLICANTS	The unit or organization to which she may be scheduled for assignment does not constitute a part of the reenlistment commitment and that military necessity may require her assignment to another unit or organization at the station for which she is reenlisting.
6	OPTION PROCESSING PROCEDURES	a. <i>Determination of eligibility.</i> (1) Upon completion of any required medical and mental examinations, the Army career counselor will review all relevant documents and interview the applicant to establish eligibility for reenlistment for this option. (2) During the interview the counselor will determine and/or verify the items of personnel data required by AR 614-205 (U.S. Army Replacement System), and the following: (a) Additional awarded MOS. (b) Desired station of assignment (3 choices in order of preference, one of which must be a major Army area).

Table 6-18. Reenlistment Option for WAC Personnel for CONUS Station of Choice—Continued

Line	Item	Comment
		(c) Oversea area from which last returned, date of return and number of months service, if applicable.
		(d) Physical profile code.
		b. <i>Obtaining assignment instructions:</i>
		(1) When all preliminary processing has been completed, assignment instructions must be requested from the Chief of Personnel Operations. Direct communication between the career counselor and OPO is authorized for the purpose of accomplishing reenlistments under this option. Collect telephonic requests may be made to Area Code 202 OXford 57293.
		(2) Requests for assignment instructions will not be made earlier than 30 days prior to anticipated date of reenlistment.
		(3) The personnel data required by AR 614-205 and a(2) above will be reported in requests for assignment instructions.
		(4) The Office of Personnel Operations will approve or disapprove the request based on requirements of the station requested.
7	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMAND	Not applicable to this option.
8	STATEMENTS FOR ENLISTMENT REQUIRED	Part VI for this option is DA Form 3286-9.
9	RECORD ENTRIES AND ORDERS	a. <i>Orders.</i> Reenlistment orders will include additional information as follows: (1) Assignment Control Number (ACN). (2) DA instrument of authorization. (3) Date of authorization. (4) CONUS station and organization or unit to which assigned. b. <i>DD Form 4:</i> (1) <i>Item 48:</i> CONUS station of choice for WAC personnel with initial assignment to (specify station). Organization or assignment will not be indicated on DD Form 4. (2) <i>Item 56:</i> Ref Item 48: Authorization for initial assignment ACN (number) per (OPO individual authorizing asgmt) date.

STATEMENTS FOR ENLISTMENT PART VI - PRACTICAL NURSE ENLISTMENT OPTION (AR 601-210 & AR 601-280)	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the Practical Nurse Enlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGEMENT
a	My enlistment for this option assures me of accelerated appointment to Specialist Five, pay grade E-5, provided required prerequisites are met.
b	If I have not previously completed successfully the following training, I will be required to do so before becoming eligible for appointment to pay grade E-5: (1) Basic or basic combat training. (2) Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.
c	If I am required to attend training in MOS 91A (Medical Corpsman) I will be appointed to Specialist Four, pay grade E-4 upon entry into such training if I am not already entitled to this grade.
d	Upon successful completion of training in MOS 91A (if required) I will be appointed to Specialist Five, pay grade E-5, if I am not already entitled to this grade.
e	If I have already completed training required by line b above, I will be appointed to Specialist Five, pay grade E-5, immediately upon my enlistment for this option.
f	Upon successful completion of MOS 91A (Medical Corpsman) training or immediately upon enlistment if training in MOS 91A is not required, I will be awarded MOS 91C, (Clinical Specialist).
g	Upon award of MOS 91C (Clinical Specialist) I will be available for assignment in accordance with the needs of the Army and no promise concerning my future assignment has been made to me.
h	Should I fail to complete any required training I will be reassigned in accordance with the needs of the Army and my enlistment commitment will be considered fulfilled.
i	Should I fail to complete the basic medical training to which assigned, I will be reduced to the grade held prior to entry into such training.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings, I have recorded below in my own words and handwriting, all of the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (at end of statement, applicant will print the word "END"):	
DATE	SIGNATURE OF APPLICANT
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)	
3. All required pre-enlistment processing having been completed, it has been determined that:	
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.	
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____	
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.	
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.	
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT
DATE	TYPED NAME, GRADE, AND SERVICE NO./SOCIAL SECURITY ACCT NO. OF CAREER COUNSELOR

Figure 6-1.

STATEMENTS FOR ENLISTMENT PART VI - IN SERVICE DRILL SERGEANT ENLISTMENT OPTION (AR 601-280)	
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION	
1. In connection with my enlistment in the Regular Army for the Drill Sergeant Enlistment Option, I hereby acknowledge that:	
LINE	ACKNOWLEDGEMENT
a	My enlistment for this option assures me that provided I meet required prerequisites I will be assigned to the following training center of my choice: TRAINING CENTER OF CHOICE
b	I have not been assured that any specific portion of my term of enlistment beyond 18 months will be spent in the CONUS training center selected.
c	I am aware that if my grade or MOS changes prior to reassignment, I may be ineligible for the station indicated and may be assigned according to my current qualifications and current needs of the Army.
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with my enlistment in the Regular Army (At end of statement, applicant will print the word "END"):	
DATE	SIGNATURE OF APPLICANT
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)	
3. All required pre-enlistment processing having been completed, it has been determined that:	
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.	
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____	
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.	
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.	
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT
DATE	TYPED NAME, GRADE AND SERVICE NO./SOCIAL SECURITY ACCT NO. OF CAREER COUNSELOR

DA Form 3286-20-R, 1 Apr 68

(Paper size, 8" x 10½"; image size, 7" x 9-4/6".)

Figure 6-2.

STATEMENTS FOR ENLISTMENT PART VI - IN SERVICE ENLISTMENT OPTION FOR WAC TRAINING SERGEANT/INSTRUCTOR DUTY (AR 601-280)			
TO BE COMPLETED BY ALL APPLICANTS REENLISTING FOR THIS OPTION			
1. In connection with my enlistment in the Regular Army for the WAC Training Sergeant/Instructor Reenlistment Option, I hereby acknowledge that:			
LINE	ACKNOWLEDGMENT		
a	My enlistment for this option assures me that provided I meet required prerequisites I will be assigned to Fort McClellan, Alabama for a stabilized period of 24 months for duty as follows: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%;">USWACC duty as Training Sergeant/Instructor</td> <td style="width: 50%;">USWACS duty as Training Sergeant/Instructor</td> </tr> </table>	USWACC duty as Training Sergeant/Instructor	USWACS duty as Training Sergeant/Instructor
USWACC duty as Training Sergeant/Instructor	USWACS duty as Training Sergeant/Instructor		
b	That my initial assignment shown in item 12 of the DD Form 4 does not constitute any guarantee that my entire term of service or any portion beyond 24 months will be served as a training sergeant/instructor. Further, if I fail to continue to qualify for duty as a training sergeant/instructor, I will be reassigned in accordance with the needs of the Army.		
c	I will be promoted to the next higher grade as follows: If in grade E4, I will be promoted to grade E5 after 30 days outstanding performance of duty. If in grade E5, I will be promoted to grade E6 after 4 months of outstanding performance of duty. If in grade E6, I MAY be promoted to grade E7 if otherwise qualified under criteria established in AR 600-200 and provided a DA quota is available.		
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all spoken and written promises that have been made to me in connection with my enlistment in the Regular Army. (At the end of statement, applicant will print the word "END"):			
DATE	SIGNATURE OF APPLICANT		
CONFIRMATION OF OPTION OR AGREEMENT TO ALTERNATE OPTION (Applicant will check or complete, as appropriate, statements shown below)			
3. All required pre-enlistment processing having been completed, it has been determined that:			
a. <input type="checkbox"/> I can enlist for the option promised and I hereby confirm my intention to do so.			
b. <input type="checkbox"/> I cannot enlist for the option promised to me in the above because of _____			
c. <input type="checkbox"/> As an alternate option, I agree to accept _____ and I have completed the appropriate statement for this option which is attached.			
d. <input type="checkbox"/> I do not desire to select an alternate option or to enlist at this time.			
SIGNATURE OF CAREER COUNSELOR	SIGNATURE OF APPLICANT		
DATE	TYPED NAME, GRADE, AND, SERVICE NO./SOCIAL SECURITY ACCT NO. OF CAREER COUNSELOR		

DA Form 3286-21-R, 1 Apr 68

(Paper size 8" x 10 1/2"; image size 7" x 9-4/6")

Figure 6-3.

STATEMENTS FOR ENLISTMENT PART VI - WAC RECRUITING DUTY OPTION		
For use of this form, see AR 601-280; the proponent agency is Office of Personnel Operations.		
TO BE COMPLETED BY ALL APPLICANTS ENLISTING FOR THIS OPTION		
1. In connection with my enlistment for the WAC Recruiting Duty Option, I hereby acknowledge that:		
LINE	ACKNOWLEDGMENT	
a	My enlistment for this option assures me that provided I meet required prerequisites I will be initially assigned to WAC Recruiting Duty in one of the following areas of my choice:	
	FIRST CHOICE (City and State)	SECOND CHOICE (City and State) THIRD CHOICE (City and State)
b	That I will be assigned to a position vacancy which, upon award of MOS OOE, will afford me the opportunity for consideration for promotion to the next higher grade.	
c	That if I have not previously qualified for the award of MOS OOE (formerly MOS 075) I will be required to successfully complete the Army Recruiting and Career Counseling Course of Instruction at the United States Army Adjutant General's School, Fort Benjamin Harrison, Indiana, and serve the probationary period of duty (not to exceed 6 months) prescribed by para 19, AR 601-275 for award of MOS OOE and designation as primary.	
d	That retention or award of MOS OOE and continuance on recruiting duty will be dependant upon my conduct and performance of duty.	
2. I have read and understand the meaning of each of the above statements. Furthermore, to avoid misunderstandings I have recorded below in my own words and handwriting, all the spoken and written promises that have been made to me in connection with enlistment in the Regular Army (At end of statement, applicant will print the word "End"):		
DATE	TYPED OR PRINTED NAME, GRADE AND SOCIAL SECURITY ACCOUNT NUMBER OF APPLICANT	SIGNATURE OF APPLICANT
DATE	TYPED OR PRINTED NAME, GRADE AND SOCIAL SECURITY ACCOUNT NUMBER OF WITNESSING OFFICER	SIGNATURE OF WITNESSING OFFICER

DA Form 3286-18-R, 1 Mar 68

(Paper size, 8" x 10½"; image size, 7" x 9 4/6".)

Figure 6-4.

CHAPTER 7

PREPARATION OF RECORDS AND FORMS

Section I. MISCELLANEOUS

★7-1. **General.** This chapter provides instructions for the preparation and disposition of various records and forms initiated at the time of reenlistment or extension in the Regular Army. The need for accuracy and completeness in the preparation of these documents cannot be overemphasized. All persons sharing in the responsibility for the preparation, custody, and transmission of these documents must be impressed with the importance of this function.

★a. All required forms will be completed and assembled at the place of reenlistment. Entries on one form will be compared with similar entries on other forms and when a discrepancy is noted it will be called to the attention of the applicant for verification.

b. The correctness of entries on basic forms will be firmly established before signatures are obtained. Necessary corrections will be initiated by the applicant and by the enlisting officer.

★7-2. **Statements for reenlistment.** Statements for reenlistment constitute an integral part of the reenlistment contract. Unless otherwise prescribed for a specific option, these statements will be completed as required and signed in duplicate and will be securely fastened to the original and duplicate copies of the DD Form 4. The statements are designed to preclude the possibility of erroneous reenlistments broken reenlistment commitments, and misunderstandings concerning entitlements, assignments, and other matters relating to the reenlistment contract. The statements for enlistment consists of six parts as follows:

a. *Part I—General Statement of Understand-*

ing, DA Form 3286 (Statements for Enlistment (Parts I through V)).

★b. *Part II—Statement of Law Violations and Previous Conditions (DA Form 3286).* This part will be completed by all applicants, male and female, who reenlist in the Regular Army.

c. *Part III—Acknowledgment of Service Obligation Under Military Selective Service Act of 1967 (DA Form 3286).* This part does not apply to in-service personnel.

d. *Part IV—Dependency Statement (DA Form 3286).* This part does not apply to in-service personnel.

★e. *Part V—Marriage Statement (DA Form 3286).* This part will be completed by all female applicants who reenlist in the Regular Army.

★f. *Part VI—(Specific Option as Indicated in chapter 6). (DA Forms 3286-1 through 3286-23 (chap. 6)).* Part VI consists of a statement of understanding pertaining to the specific option for which the applicant is reenlisting. It outlines the conditions of the commitment being made to include a precise statement of the promise made to the individual by the Army and a detailed statement of the requirements the individual must fulfill in order for the promise to be kept.

★7-3. **DD Form 53 (Notification of Entry into Active Military Service). Rescinded.**

★7-4. **DD Form 98 (Armed Forces Security Questionnaire).** This form will be completed by all applicants, male and female, who reenlist in the Regular Army. The form will be completed in accordance with instructions contained in AR 604-10 prior to execution of the oath of reenlistment.

a. Each applicant will be given the orientation prescribed by AR 601-270. Such additional explanation as may be necessary will be afforded those applicants who have questions as to the meaning of any part of the form. Applicants will be provided adequate time to review the entire form thoroughly. Applicants will complete the DD Form 98 in their own handwriting and in accordance with the instructions on the form. The form will be witnessed by a commissioned or warrant officer.

★b. Unless a determination in favor of unqualified acceptance has been made under AR 604-10, it will be presumed that an applicant's reenlistment would not be clearly consistent with national security when he—

- (1) Refuses to sign the DD Form 98, or
- (2) Signs the DD Form 98 but claims Federal Constitutional privilege under the 5th Amendment or Article 31, Uniformed Code of Military Justice, or
- (3) Declines to furnish the requested information for other reasons.

★c. A DD Form 98 which is fully completed without qualification will be attached to the duplicate copy of the reenlistment contract. Applicants who refuse to complete or who qualify the DD Form 98 (see AR 604-10), will not be accepted for reenlistment in the Regular Army. In such cases, the DD Form 98 will be forwarded through intelligence channels to the United States Army Security Group, Fort Holabird, Baltimore, Md., as provided for in AR 604-10.

7-5. Oath of Extension of Enlistment (DA Form 1695). The DA Form 1695 is prepared when a member of the Regular Army or member of the U.S. Army Reserve extends his current Regular Army or Reserve enlistment, as appropriate. The oath is executed in duplicate by the enlisted person and sworn to before a commissioned officer. The extension of enlistment will be recorded on appropriate personnel records and the DA Form 1695 will be disposed of as indicated below:

★a. The extension of term of enlistment will be indicated on the morning report prepared for the date when extension is accomplished and will show the term and date of original enlistment or amended enlistment and period of extension.

b. The extension of enlistment will be recorded in the Enlisted Qualification Record as prescribed in AR 600-200.

★c. The original of the DA Form 1695 will be attached to the morning report of the individual's organization for that day and forwarded to the servicing data processing unit for processing "After processing, the original oath of extension will be disposed of by the data processing unit in accordance with AR 680-2.

d. The duplicate copy will be attached to the duplicate copy of the Enlistment Contract—Armed Forces of the United States (DD Form 4) and filed in the individual's MPRJ in accordance with AR 640-10.

Section II. GENERAL INSTRUCTIONS PERTAINING TO DD FORM 4

7-6. General. Before an applicant signs the enlistment contract the oath of enlistment will be administered and the enlisting officer will explain the exact terms of training or initial assignment agreement and the period of service.

a. The enlisting officer will carefully explain the individual's liability with regard to any false representations made in statements by the applicant. During the interview, it will be made clear to the applicant that entries on DA Form 3286, Part II—Statements for Enlistment

(Statement of Law Violations and Previous Conditions) will include any conviction, regardless of the fact that conviction may have been expunged, pardoned, or otherwise "wiped out" by the civil court after a period or probation.

★b. The enlisting officer will insure that no promises have been made to applicants, either direct or implied, which cannot be substantiated by appropriate regulations. If it is found that applicants have any misunderstanding about the extent of their full reenlistment commit-

ment, a detailed explanation will be furnished by the enlisting officer.

7-7. Preparation instructions for DD Form 4 (Enlistment Contract—Armed Forces of the United States). *a.* Blue-black or black ink, typewriter or automatic writing machine equipment will be used in preparation of the enlistment contract. The utmost care will be exercised in the preparation of the form in order to eliminate the need for subsequent correction. Any corrections and/or erasures will be initialed by the applicant and by the enlisting officer.

b. Each item will be completed in accordance with instructions outlined below.

c. Overprinting of fixed information on DD Form 4 may be accomplished as prescribed in AR 310-1. The use of rubber stamps is also permitted; however, the use of facsimile rubber stamp signatures is prohibited. Overprinting or the use of rubber stamps is optional. When accomplished, however, it will be limited to the following entries: Items 4, 9, and 15. Branch/Class and component; Name and Location of Activity Effecting Enlistment/Reenlistment/Induction; and, Accepted at, may be overprinted or rubber stamped.

d. The August 1966 edition of the DD Form 4 will be administratively corrected, as used, by changing the period to a comma and adding the following words at the end of item 53: "or such other period authorized by law."

7-8. Disposition instructions. Disposition of the enlistment contract and accompanying forms will be made as follows:

a. Original. The original enlistment contract will be inscribed or stamped in the upper right corner with the name of the individual's first

duty station and will be attached to the morning report and forwarded to the serving data processing unit, as prescribed in AR 608-1, together with appropriate statements and documents required by AR 608-1.

b. Duplicate copy. The duplicate copy of the enlistment contract, together with required forms and documents, will be filed in the member's MPRJ.

★*c. Triplicate copy.* The triplicate copy of the enlistment contract will be disposed of in accordance with instructions issued by the major commanders.

★*d. Quadruplicate copy.*

(1) If enlistee is a member of a Reserve component, the quadruplicate copy will be forwarded to the appropriate authority listed in section III, chapter 5. When required by section III, chapter 5, the enlistment contract will be accompanied by a DD Form 368 (Request for Discharge or Clearance from Reserve Component).

(2) If the enlistee is a member of the Army National Guard the quadruplicate copy will be forwarded to the appropriate State adjutant general together with a copy of the DD Form 368, if appropriate.

★**7-9. Completion of DD Form 4 upon amendment of Regular Army enlistment. Rescinded.**

★**7-10. Completion of DD Form 4 for members immediately reenlisting.** For members who immediately reenlist, a new Enlistment Contract (DD Form 4) will be completed in triplicate in accordance with the provisions of table 7-1. The words "IMMEDIATE REENLISTMENT" will be typewritten in upper case letters in the upper left corner of the new enlistment contract.

Table 7-1. Instructions for Completing DD Form 4 Upon Immediate Reenlistment in the Regular Army

<i>Item</i>	<i>Entry</i>
★1	SERVICE NUMBER:
	<i>a.</i> Enter the Social Security Account Number as recorded on the Social Security Account Number Card
	<i>b.</i> SAMPLE ENTRY: 400-27-1576
2	HIGHEST SCHOOL GRADE COMPLETED: NA
★3	RATE/GRADE:
	<i>a.</i> Enter from the table below, the grade abbreviation, and pay grade for the grade in which reenlisted:

Reference: AR 600-200

Table 7-1. Instructions for Completing DD Form 4 Upon Immediate Reenlistment in the Regular Army—Continued

- | <i>Item</i> | <i>Abbreviation</i> | <i>Pay grade</i> | <i>Designation</i> |
|-------------|---------------------|------------------|----------------------------|
| | SMA | E-9 | Sergeant major of the Army |
| | CSM | E-9 | Command sergeant major |
| | SGM | E-9 | Sergeant Major |
| | MSG | E-8 | Master sergeant |
| | 1SG | E-8 | First sergeant |
| | SFC | E-7 | Sergeant first class |
| | PSG | E-7 | Platoon sergeant |
| | SP7 | E-7 | Specialist 7 |
| | SSG | E-6 | Staff sergeant |
| | SP6 | E-6 | Specialist 6 |
| | SGT | E-5 | Sergeant |
| | SP5 | E-5 | Specialist 5 |
| | CPL | E-4 | Corporal |
| | SP4 | E-4 | Specialist 4 |
| | PFC | E-3 | Private first class |
| | PV2 | E-2 | Private |
| | PV1 | E-1 | Private |
- b. SAMPLE ENTRIES: CPL E-4, SP 5 E-5
- 4 BRANCH/CLASS AND COMPONENT: Reference: None.
- a. Make entry for COMPONENT only. For Regular Army male and female personnel, enter RA.
- b. SAMPLE ENTRY: RA
- 5 LAST NAME—FIRST NAME—MIDDLE NAME Reference: AR 600-2
- a. Enter, in capital letters, the applicant's full name in the following order: Last name, first name, middle name. The spelling will be verified.
- b. When "JR," "II," or other similar designation is used, it will appear as the last entry.
- c. If the document from which the applicant's name was obtained shows that he was named with an initial or initials rather than name or names, indicate this by entering the initial or initials only. The abbreviations NMN (no middle name), NMI (no middle initial), or IO (initial(s) only), will not be used.
- d. A space will be left between each part of the name.
- e. If the applicant has a compound name, enter a hyphen (-) between the two parts of the compound name.
- f. If the applicant has a name with a prefix immediately followed by a capital letter, the name will be entered with a space after the prefix.
- g. If the applicant's name contains an apostrophe, the name will be entered without an apostrophe or space.
- h. SAMPLE ENTRIES: SWIFT BENJAMIN FRANK
 JONES EDWARD KEITH JR
 BROWN J E
 DIAZ-ROMERO LOUIS ROBERT
 McDuff will be recorded as MC DUFF
 O'Brien will be recorded as OBRIEN
- 6 DATE OF ENLISTMENT/INDUCTION: Reference: AR 601-280.
- a. Enter the day, month, and year on which the enlistment is accomplished. This date will be the same as the date shown in the Oath of Enlistment, item 57.
- b. The first three letters will be used as abbreviation for the month of enlistment.
- c. SAMPLE ENTRIES: 9 July 1967 will be recorded as 09/Jul/67
 10 November 1967 will be recorded as 10/Nov/67
- 7 TERM OF ENLISTMENT/INDUCTION: Reference: None.
- a. Enter on the line preceding the work "Years," the code which designates the period of enlistment, as shown below:

<i>Term of enlistment</i>	<i>Code</i>
2 years.....	2
3 years.....	3
4 years.....	4
5 years.....	5
6 years.....	6

S/S C4

ARMY REGULATION }
No. 601-280

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 1 May 1968

**PERSONNEL PROCUREMENT
ARMY REENLISTMENT PROGRAM**

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CHAPTER 1

GENERAL INFORMATION

Section I. GENERAL

1-1. Purpose. This regulation—

a. Prescribes eligibility criteria governing the immediate enlistment in the Regular Army of persons currently serving on active duty with the Army.

b. Assists commanders and reenlistment personnel in the conduct of the Army Reenlistment Program.

c. Establishes uniform procedures governing the immediate enlistment of persons currently serving with the Active Army and outlines specific duties and responsibilities. Policies and procedures for the enlistment and processing of persons who do not immediately enlist and for other applicants from civilian life are prescribed by AR 601-210.

1-2. Scope. This regulation is applicable to all categories of applicants currently serving in the Active Army. The procedures contained herein are designed to standardize the processing of applicants at post reenlistment offices, and at other in-service installations. These procedures are equally applicable to continental United States and oversea commands; however, in oversea commands the schedule of reenlistment interviews required by this regulation will depend upon the number of days prior to expiration of term of service that individuals are normally returned to the continental United States.

1-3. Objectives. The objectives of the Army Reenlistment Program are to—

a. Obtain for the Regular Army, on a long term basis, the maximum number of highly qualified enlisted personnel who are trained in occupations of critical importance as well as those who have demonstrated proficiency and military leadership in other occupations, regardless of criticality. Particular emphasis will

be placed on the retention of qualified individuals who are completing their first term of service.

b. Obtain maximum command support at each echelon of command. To stimulate the Army Reenlistment Program for quality personnel through appropriate support, commanders at all echelons may establish reenlistment competitions down to and including the company/battery level. Commanders will maintain sufficient statistics which will indicate the reenlistment efforts within each company or equivalent unit.

c. Provide continuous and aggressive guidance in the maintenance of a successful reenlistment program.

1-4. Secretarial authority. *a.* The establishment of qualifications for reenlistment in the Regular Army is the prerogative of the Secretary of the Army. The Secretary of the Army may deny reenlistment to any individual who otherwise meets the criteria specified in this regulation, except in those instances set forth below:

(1) Reenlistment following discharge from a Regular Army enlistment, provided application for reenlistment is made within 3 months of such discharge and the member concerned has been recommended for reenlistment (10 U.S.C. 3256(e)).

(2) Reenlistment of any former member of the Regular Army who has served on active duty as a Reserve commissioned or warrant officer of the Army, or who was discharged as an enlisted member to accept a temporary appointment as a commissioned or warrant officer of the Army, provided his commission or warrant officer service was terminated by an honorable discharge or by relief from active duty

for a purpose other than that to await appellate review of a sentence including dismissal or dishonorable discharge, and provided application for reenlistment is made within 6 months following such termination (10 U.S.C. 3258).

(3) Reenlistment of any Regular Army enlisted member whose name has been placed on the temporary disability retired list and who is subsequently found to be physically fit (10 U.S.C. 1211(a)(3)).

b. Except as delegated in this regulation or by special Department of the Army directive, the denial of reenlistment will be in the discretion of the Secretary of the Army and such authority may be given either in an individual case or by an order applicable to all cases specified in such order.

1-5. Communication with Department of the Army and other agencies. Applicants for enlistment will not be advised or instructed to visit or communicate direct with Department of the Army or other governmental agencies, particularly with respect to grades, waivers, and assignments. Whenever possible, their cases will be disposed of locally. If correspondence with higher authority is necessary, it will be forwarded through channels with appropriate recommendations.

1-6. Explanation of terms. Descriptions of terms used in this regulation are as follows:

a. *Applicant.* An individual who applies voluntarily for enlistment or reenlistment in the Regular Army.

b. *Enlistee.* An individual who voluntarily enrolls as a member of the Regular Army for a period of enlistment.

c. *Army.* The Regular Army, Army of the United States, Army National Guard of the United States, and the United States Army Reserve.

d. *Regular Army.* The permanent Army comprising a major component of the United States Army and as used throughout this regulation to distinguish between the other major components.

e. *Enlistment.* A voluntary enrollment in the Regular Army as an enlisted member. An enlistment is consummated by subscription to the prescribed oath of enlistment. When the term

enlistment is applied to membership in a Reserve component or another Armed Force in this regulation, it will be so identified. The term "enlistment" as used in this regulation includes both "first enlistments" and "reenlistments," as defined in *f* and *g* below and original enlistments in the Regular Army by persons with prior Army service. When it is essential that a distinction be made, these terms, as defined below, will be used.

f. *First enlistment.* A voluntary enrollment in the Regular Army as an enlisted member for the first time by an individual with no prior Regular Army service or with prior service only in other branches of the Armed Forces.

g. *Reenlistments.* A second or subsequent voluntary enrollment in the Regular Army.

h. *Immediate enlistment.* A voluntary enrollment in the Regular Army as an enlisted member with 24 hours from the time of last separation from active military service in the Army. This term identifies enlistments in the Regular Army for the first time as well as reenlistments. Persons who do not immediately enlist under the provisions of this regulation at the station at which separated are processed under the provisions of AR 601-210.

i. *Immediate reenlistment.* A voluntary enrollment in the Regular Army within 24 hours from time of last separation from an enlistment in the Regular Army.

j. *In-service personnel.* Persons currently serving on active duty in the Army.

k. *Prior service personnel.* This term is applied to persons not currently serving on active duty with the Army.

(1) Prior service personnel have one or more days of completed active duty:

(a) In a regular component of the Armed Forces.

(b) In the Army of the United States (AUS).

(c) On extended active duty in a Reserve component of any of the Armed Forces.

(d) In REP-63 training (previously defined as initial active duty training) as members of the Army National Guard or Army Reserve or similar training for members of the Reserve components of the other Armed Forces under the RFA-55 or REP-63 programs.

(2) Persons who have participated in short periods of ACDUTRA other than as indicated in (1) (d) above are not considered prior service personnel under the provisions of this regulation.

l. Nonprior service personnel. Persons who have—

(1) No previous service in any of the Armed Forces, or

(2) Previous service without completion of one or more days of active duty or active duty for training or REP-63 as defined in *k* above.

m. First term. Prior and nonprior service personnel serving on first enlistments in the Regular Army.

n. Within 3 months of separation. The period of 3 months within which an individual must enlist to be eligible for certain benefits commences on the day following separation and terminates with the date of the month, 3 months later, that corresponds to the date of separation. When there is no corresponding date in the third subsequent month, the last day of that month will be the terminating date.

o. Grade(s). Unless otherwise specified, as used herein, refers to pay grade(s).

p. Persons, applicants, individuals, personnel. Unless clearly applicable to only one sex, these terms apply to both men and women.

q. Major commanders.

(1) Commanding General, United States Continental Army Command.

(2) Commanding Generals of CONUS Armies.

(3) Commanding General, Military District of Washington, U.S. Army.

(4) Commanding General, United States Army Air Defense Command.

(5) Commanding General, U.S. Army Materiel Command.

(6) Commanding General, U.S. Army Combat Developments Command.

(7) Commanding General, U.S. Army Security Agency.

(8) Commanding General, U.S. Army Strategic Communications Command.

(9) Commanding General, U.S. Army Intelligence Command.

(10) Commander, Military Traffic Management and Terminal Service.

(11) Commander, U.S. Army Forces Strike Command.

(12) Major oversea commanders.

(13) Headquarters, Department of the Army agencies.

r. Considered major commanders. The following commanders are considered major commanders for the purpose of approving bars to reenlistments and processing requests for waivers under this regulation:

(1) Commanding General, U.S. Army Recruiting Command.

(2) Commanding General, U.S. Army Hawaii.

(3) Commander, U.S. Army Forces Southern Command.

(4) Commanding General, U.S. Army Vietnam.

(5) Commanding General, U.S. Army Japan.

(6) Commanding General, Eighth U.S. Army.

(7) Commanding General, U.S. Army Support, Thailand.

(8) Commanding General, U.S. Army, Ryukyu Islands.

Section II. ARMY REENLISTMENT PROGRAM RESPONSIBILITIES

1-7. **General.** The retention of qualified, competent enlisted personnel is vital to the success of the Army's mission. The development and maintenance of a well trained, professional Army is the responsibility of each officer and noncommissioned officer and each has the responsibility of energetic, enthusiastic, and wholehearted support to the reenlistment effort.

The success of the Army Reenlistment Program depends upon effective leadership, vigorous command support, and aggressive reenlistment programs at all organizational levels. The degree of success achieved in the program can be directly related to the quality of leadership exhibited by officers and noncommissioned officers.

1-8. **Responsibilities of major commanders.** Ma-

for commanders reporting direct to Headquarters, Department of the Army and heads of Department of the Army agencies having command responsibility will implement and support aggressive reenlistment programs within their commands and will require subordinate commanders to do likewise. Commanders will continually provide guidance for units within their commands which require assistance in the conduct of their reenlistment programs. Reenlistment conferences are encouraged.

1-9. Responsibilities of subordinate commanders. Commanders will insure that—

a. Each individual who is serving honorably and faithfully and who meets the eligibility requirements for enlistment in counseled and interviewed as prescribed by this regulation.

b. Every qualified individual who desires unbroken service is afforded the opportunity of immediately enlisting the day following the date of discharge, even though such date may fall on a nonduty day.

c. Each individual who meets Officer Candidate School requirements is personally informed of the opportunities and procedures for qualifying as an Army officer candidate. See AR 350-50.

d. Continual effort is given toward early detection of individuals who are untrainable or unsuitable for military service and appropriate action is taken to preclude such individuals from further military service.

e. Personnel assigned to full-time reenlistment duty are fully utilized in the furtherance of the reenlistment effort and that they are provided with necessary transportation, office space, and clerical assistance.

f. Officers and noncommissioned officers are instructed in their responsibilities in the reenlistment effort.

g. Officers and noncommissioned officers attend periodic showing of the film "The Company We Keep." The film entitled "The One That Got Away" (MF 12-9323) may be shown at the discretion of the unit commander. However, if used, this film will precede the showing of "The Company We Keep."

h. Commanders of installations and organizations not authorized career counseling personnel on a primary-duty basis will designate on

orders an officer and a noncommissioned officer on an additional-duty basis to carry out reenlistment functions.

i. All persons, regardless of race, color, religion, or national origin, will continue to be accorded equal opportunity for enlistment, appointment, assignment, advancement, professional improvement, promotion, and retention in all components of the Army.

1-10. Duties and responsibilities of reenlistment officers. The reenlistment officer will—

a. Keep the commander informed on all matters pertaining to the reenlistment program.

b. Make a continuing estimate of the reenlistment situation for future planning.

c. Submit recommendations for reenlistment policies or changes thereto, and submit plans to implement the commander's directive.

d. Translate the reenlistment decisions and plans of the commander into orders, and provide for their dissemination to subordinate units.

e. Exercise necessary supervision (including inspections as required) to insure that the reenlistment policies, intentions, and orders of the commander are executed properly.

f. Maintain a constant vigilance for factors that hinder the reenlistment effort within their area.

g. Maintain liaison with local finance, personnel, and public information officers.

h. Maintain sufficient reenlistment statistics to determine the effectiveness of the reenlistment program.

1-11. Duties and responsibilities of career counselor. The Career Counselor will—

a. Serve as an adviser to superiors in matters relating to the reenlistment program.

b. Interview eligible personnel and provide reenlistment counseling.

c. Provide information and assistance to subordinate units in regard to the latest interviewing and counseling methods together with proper display and use of promotional material.

d. Give presentations to officers and NCO's not assigned to reenlistment duties, or who are assigned on additional-duty basis, for the purpose of stimulating interest and support of the program at all echelons of command.

e. Procure verified reenlistment/variable reenlistment bonus, and proficiency pay data on

the prospective reenlistee from the Unit Personnel Section

Section III. STAFFING, FACILITY, AND PUBLICITY SUPPORT FOR THE ARMY REENLISTMENT PROGRAM

★1-12. Staffing. The basis for determining requirements for career counselor positions is as indicated in table 1-1. Action will be initiated to obtain such personnel, where appropriate, in accordance with paragraph 20e, AR 310-31. Primary duty career counselor position requirements and authorizations will be documented in the appropriate TDA. A TDA will not be established for the sole purpose of augmenting MTOE to provide career counselor personnel.

a. Grades of career counselor personnel assigned on a primary duty basis will be as prescribed in AR 611-201.

b. At every echelon below brigade/group or similar size unit level, a noncommissioned officer will be assigned career counseling duties on an additional duty basis unless otherwise provided therein. It is desirable that such personnel be at the E-7 or E-8 levels. The first primary-duty counselor in the chain of command will apprise additional-duty career coun-

selors of their responsibilities as outlined in paragraph 1-11.

c. At the United States Women's Army Corps Center, one position for the assignment of a Women's Army Corps Career Counselor on a primary duty basis will be established. At other installations where Women's Army Corps units are located, a Women's Army Corps Officer and Women's Army Corps noncommissioned officer will be appointed, on an additional-duty basis, and will be furnished properly trained administrative personnel to carry out an effective reenlistment program among female personnel of the command.

d. Minimum staffing in support of the Army Reenlistment Program for other installations and organizations is as indicated in table 1-1 below. Sufficient clerical personnel to enable career counselors to carry out an effective reenlistment program will be provided from resources locally available. Career counselors will not be utilized for administrative preparation of separation and reenlistment forms.

Table 1-1. Personnel Staffing Authorization for the Army Reenlistment Program

Line	Command	Reenlistment officer		Career counselor	
		Primary duty	Additional duty	Primary duty	Additional duty
1	Headquarters major Army field commands with their major subordinate commands to include Armies and MDW (AR 10-5)	1		1	
2	All other commands, e.g., logistical commands, area commands, depots, prov commands, separate support commands.*				
	a. Enlisted strength over 5,000	1		**1	
	b. Enlisted strength under 5,000		1	1	
3	Divisions				
	a. Headquarters				
	CONUS	1		2	
	Overseas	1		3	
	★b. Division Artillery			2	
	c. Brigade/Regiment/Group			2	
	d. Support Command			1	
4	Separate Brigades/Regiments/Groups (except ARADCOM)			2	
5	ARADCOM battalions			1	
6	Echelons below Brigade/Regiment/Group or similar size unit				1

Line	Command	Reenlistment officer		Career counselor	
		Primary duty	Additional duty	Primary duty	Additional duty
7	Installations *				
	a. Enlisted strength over 5,000 -----	1		**1	
	b. Enlisted strength under 5,000 -----		1	1	
8	U.S. Army transfer stations -----			2	

* Exclusive of enlisted strength of units assigned/attached to the command/installation which are authorized career counselor personnel on a full-time basis.

** Additional enlisted spaces authorized on the basis of one for each additional 5,000 enlisted strength or major fraction thereof.

1-13. Reenlistment facilities. a. Reenlistment activities should be carried out in favorable surroundings. Locations in which interviewing, counseling, and related activities take place should insure—

- (1) Privacy.
- (2) An informal, friendly atmosphere.
- (3) An effective display of reenlistment literature.
- (4) Access to all necessary material, directives, and other sources of information essential for interviewing and counseling.

b. A reenlistment office should be centrally located and attractively furnished consistent with the availability of facilities. When available, a separate building is desirable. It will be suitably identified by conspicuous signs posted throughout the installation indicating location and telephone extension. Whenever possible, reenlistment offices should not be a part of or occupy office space with military personnel offices. However, colocation in the same building or in proximity one to the other is desirable.

1-14. Reenlistment publicity. The Army Reenlistment Program will be supported by promotional materials developed and distributed by Headquarters, Department of the Army. In addition to those items provided by Headquarters, Department of the Army, each command must aggressively publicize reenlistment opportunities within their own capability. The success of the program depends on effective communication with qualified enlisted personnel. All methods of communication must be exercised to retain these individuals. The emphasis must be placed on selectivity and care must be exercised in order to utilize only those reenlistment publicity materials which have been

shown to be most effective. Publicity provides information which must be factual and presented to those personnel whom the Army desires for continued service.

a. Reenlistment posters and displays will be prominently featured in all locations frequented by enlisted personnel. Posters will be changed periodically and kept in presentable condition.

b. Reenlistment material for individuals will be made available at all times. Self-service displays will be maintained in unit areas.

c. Outside displays with all-weather protection should be made where practicable.

d. Local promotional material should be used to the maximum extent consistent with good advertising practices.

e. Distribution and requisition of materials are as follows:

(1) Automatic distribution is made to all major commands when a reenlistment promotional item is printed or reprinted.

(2) Those items stocked by AG Publication Centers may be requisitioned by submitting DA Form 17 and 17-1 (Requisition for Publications and Blank Forms) addressed:

Through: Commanding General
 U.S. Army Recruiting Command,
 ATTN: ATRC-PD
 Hampton, Va. 23369
 To: Commanding Officer
 U.S. Army AG Publications Center
 2800 Eastern Boulevard
 Baltimore, Md. 21220

(3) Periodically, the Recruiting and Career Counseling Journal will publish a list of those promotional items in support of the reenlistment program currently issued or available

for requisition. The Journal also publishes instructions for the use of new promotional items.

Section IV. SELECTION, TRAINING, ASSIGNMENT, AND UTILIZATION OF REENLISTMENT PERSONNEL

1-15. Selection of officer personnel for full-time reenlistment duty. *a. Officer personnel* selected for assignment to reenlistment duties on a full-time basis will possess the following qualifications:

- (1) Grade of first lieutenant or above.
- (2) Career officer.
- (3) Branch of service that predominates unit, service, or station to which assigned.
- (4) Minimum of 1 year command experience.

b. When practicable officers should attend the Recruiting, Reenlistment, and Induction Course prior to assignment.

1-16. Selection of enlisted personnel for full-time career counseling duty. Individuals currently assigned to career counseling duties who are performing satisfactorily will not be reassigned solely for failure to meet prerequisites prescribed in this section. Commanders will continually evaluate the effectiveness of each individual on career counseling duty to determine whether the individual should continue to be retained on such duty. Commanders will withdraw MOS OOE and reclassify in accordance with section VI, chapter 2, AR 600-200 those who fail to maintain the high standards of career counseling.

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty

Line	Item	Comment
1	MANDATORY PREREQUISITES	<p>Applicants for full-time career counseling duties must meet the following prerequisites:</p> <p><i>a.</i> Conduct and efficiency ratings—Excellent.</p> <p>★ <i>b.</i> Minimum service—6 years. (Waiver may be granted.)</p> <p><i>c.</i> Noncommissioned officers or specialists grade E-5 or above.</p> <p>★ <i>d.</i> Standard Score of 110 or higher on Aptitude Area GT (Waiver may be granted.)</p> <p>★ <i>e.</i> Rescinded.</p> <p><i>f.</i> High school graduate or those presenting substantiating data of the successful completion of the High School General Educational Development (GED) test.</p> <p><i>g.</i> Meet physical, mental, and special requirements for MOS OOE as prescribed in AR 611-201.</p> <p><i>h.</i> Verified PMOS.</p> <p><i>i.</i> Credit for at least one complete overseas tour.</p> <p><i>j.</i> Hold valid Army or State motor vehicle operator's permit.</p> <p><i>k.</i> Favorable records check of repository files at Fort Holabird, Md.</p>
2	DESIRABLE QUALIFICATIONS	<p><i>a.</i> Ages 24 to 35 years inclusive.</p> <p><i>b.</i> Past experience in personnel management, interviewing, classification, or sales experience.</p> <p><i>c.</i> Service in a combat organization.</p>
4	PREPARATION OF APPLICATION	<p>Application will contain information as to the applicant's choice of areas of assignment, in order of preference.</p> <p><i>a.</i> Personnel in CONUS are limited to reassignment within the same Army area (3 choices in order of preference) in which presently serving.</p> <p><i>b.</i> Personnel serving in overseas commands and requesting duty as career counselors in CONUS are authorized any three choices of area assignment (Army area or major CONUS command).</p>

Line	Item	Comment
5	SUBMISSION OF APPLICATION	<p>c. Forwarding indorsements will include the information required by paragraph 21, AR 614-6.</p> <p>Application for duty as career counselor will be made through command channels to the appropriate major commander.</p> <p>a. Persons applying in CONUS must be eligible for a permanent change of station. Personnel ineligible for a permanent change of station will only be considered for career counseling duties at the station to which assigned.</p> <p>b. Persons applying in oversea commands will submit their applications no earlier than 8 nor less than 6 months prior to date of completion of oversea tour.</p>
6	APPOINTMENT AND COMPOSITION OF INTERVIEW BOARDS	<p>a. Appointment: Boards for interviewing enlisted personnel being considered for full-time duty as career counselors will be appointed as follows:</p> <ol style="list-style-type: none"> (1) In CONUS, at installations by the appropriate commander. (2) In oversea commands, by the commander exercising general courts-martial jurisdiction. <p>b. Composition: Boards will be composed of—</p> <ol style="list-style-type: none"> (1) At least two commissioned officers, one of whom will be a full-time reenlistment officer whenever practicable. Where a full-time reenlistment officer is not available, maximum use will be made of existing boards established on a permanent basis at U.S. Army Recruiting Command facilities. (2) At least one experienced career counselor senior or equal in grade to the applicant. (3) When WAC enlisted personnel are being considered, a WAC officer or a WAC noncommissioned officer senior or equal in grade to the applicant will be a member of the board. <p>c. If a commander desires, he may use interview boards of the U.S. Army Recruiting Service even though a full-time reenlistment officer is available.</p>
7	INTERVIEW BOARD ACTIONS	<p>Interview boards will—</p> <p>a. Determine whether applicants possess the following qualifications:</p> <ol style="list-style-type: none"> (1) Genuine desire and interest to become a career counselor. (2) Mandatory prerequisites as listed in line 1, this table. (3) Ability to express themselves clearly both orally and in writing and have a pleasing personality. (4) Outstanding military bearing. (5) No obvious facial or other physical defects. <p>b. Determine that applicants desire and are suited for award of MOS OOE.</p> <ol style="list-style-type: none"> (1) No individual will be selected for career counselor duty if he does not desire or is not suited for recruiting duty. (2) The board will require the applicant to prepare a statement entitled "My Qualifications for Assignment as an Army Career Counselor." The statement will be personally composed by the applicant to represent a sample of his own best written composition. The statement should contain a minimum of 300 words and be attached to the application. <p>c. Return applications not favorably considered through channels to applicants, with reason(s) therefor.</p> <p>d. Forward through channels, to the appropriate major commander applications from persons who are recommended for duty as career counselors, together with a full-length photograph of the applicant in uniform (class A).</p>
8	ACTION BY THE REVIEWING AUTHORITY	<p>a. The commander who convenes the board will review applications forwarded by the interview board.</p>

Line	Item	Comment
		<p>b. Prior to forwarding applications to major commanders, a records check of the repository files at Fort Holabird, Md. will be completed.</p> <p>c. Applications for which approval is recommended will be annotated, "Favorable Records Check Completed, date _____," and validated by the reviewing authority.</p> <p>d. Applications for which disapproval is recommended based on an unfavorable records check will not reflect this as a reason for disapproval. Any record of a felony, poor management of personal or family affairs, poor credit standing, a morals offense, a history of propensity for traffic violations or repeated offenses indicating an unwillingness to conform to laws and regulations, preclude an assignment to career counseling duty.</p> <p>e. With the exception of <i>d</i> above, reviewing authorities will state reason(s) for recommendation for disapproval.</p>
9	DISPOSITION OF APPLICATIONS	<p>a. Applications which are disapproved by the major commander will be returned to the initiating unit with appropriate notation thereon.</p> <p>b. Applications from CONUS personnel which are approved by the major commander will be returned to the initiating unit, with appropriate approval notation, for action indicated on line 10, this table.</p> <p>c. Applications submitted in oversea commands for duties in CONUS which are approved by the major commander and in which the individual has indicated his choice of assignment (maximum of 3 choices in order of preference) will be forwarded by the major oversea commander to appropriate CONUS commanders (IN TURN) in the order of preference indicated in the application.</p> <p>(1) The letter of transmittal will indicate that the applicant is available for assignment upon successful completion of school course.</p> <p>(2) If the applicant is accepted for duty, the application will be returned (to major oversea commander) through Chief of Personnel Operations, ATTN: EPAD, Department of the Army, Washington, D.C. 20310, for assignment instructions.</p> <p>(3) If the applicant is not accepted, the application will be returned direct to the major oversea commander.</p>
10	TRAINING AND ASSIGNMENT	<p>a. Applicants accepted for career counseling duty at their present duty station will attend the Army Recruiting and Career Counseling Course at The Adjutant's General School at the earliest practicable date. Assignment to career counseling duty is contingent upon successful completion of the school course. School quotas will be obtained from OPO under the telephone call system—OX 57275.</p> <p>b. Personnel selected for career counseling duty when reassignment is involved will attend the Army Recruiting and Career Counseling Course in a TDY status en route to their next assignment. Personnel who fail to successfully complete the school course will be reported by the Commandant of the School to the Chief of Personnel Operations in accordance with AR 614-205.</p> <p>c. The Commandant, the United States Army Adjutant's General School will award a certificate of completion to those students who successfully complete the Army Recruiting and Career Counseling Course of instruction.</p> <p>d. Subsequent to successful completion of the Army Recruiting and Career Counseling Course, individuals will be required to serve a probationary period of duty not to exceed 6 months.</p> <p>(1) Upon completion of this probationary period or earlier, unit commanders will initiate action to award PMOS OOE if the individual has demonstrated proficiency as a career counselor.</p> <p>(2) Personnel who fail to perform satisfactorily will be relieved from career counseling duty and reassigned in accordance with the needs of the service.</p>

Line	Item	Comment
11	UTILIZATION -----	Commanders at all levels will insure that personnel assigned full-time reenlistment and career counseling duties are utilized primarily for that purpose a minimum of 90 percent of the normal duty hours and, if assigned additional duties, receive no more than other assigned officers and noncommissioned officers.

1-17. Selection of enlisted personnel for additional duty career counseling. When possible, individuals who have had previous career counseling or recruiting experience should be assigned as additional duty career counselors. When practicable, individuals assigned these duties should be selected from persons with the same general qualifications as those required for the duty on a full-time basis.

a. Personnel selected are encouraged to apply for attendance at the Army Recruiting and Career Counseling Course, United States Army Adjutant General School.

★*b.* Additional-duty personnel will not appear before an interview board.

1-18. Processing of personnel with MOS OOE who are due to return from overseas commands. Personnel serving in overseas commands who hold primary MOS OOE and who do not desire career counselor or recruiting duty in CONUS

upon return from completed overseas tour will be reclassified into another MOS in accordance with section VI, chapter 2, AR 600-200 and reported on the AOR List. Personnel serving in overseas commands who hold MOS OOE and who desire full-time duty as a career counselor in CONUS upon return from an overseas tour will take action as indicated below no earlier than 8 nor later than 6 months prior to date of completion of overseas tour.

a. If in grade E-7, E-8, or E-9, indicate preference of area and duty desired in the remarks section of the Enlisted Preference Statement (DA Form 2635).

b. If in grade E-5 or E-6, submit application on DA Form 2496 (Disposition Form) to indicate choice of area and duty desired through channels to Chief of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, D.C. 20310.

✕ Section V. REENLISTMENT DATA CARD (DA FORM 1315)

1-19. Purpose and use. The Reenlistment Data Card (DA Form 1315) is designed as an aid in promoting an effective reenlistment program and will be used in implementing prescribed counseling procedures. Each interview and attendance at a reenlistment film will be recorded on the reverse of the DA Form 1315. Stereotyped remarks such as "will not reenlist," "does not like Army" will not be used on the DA Form 1315. Specific remarks should be made, as a result of interviews, as to the individual's objections to reenlistment and future plans. For example, if an individual has a civilian job waiting, the remark might show "Return to civilian employment—will work for Smith Construction Co., Boise, Idaho." For individuals returning to school, the remarks should show the names and location of the school.

★**1-20. Initiation.** *a.* The initial DA Form 1315 will be prepared at U.S. Army Reception Stations for all individuals (except REP personnel) received for processing.

(1) The appropriate entries will be transcribed from the individual's personnel records subsequent to testing. Only applicable entries on the face of the DA Form 1315 will be completed.

(2) Entries subject to change (indicated as temporary) will be made in pencil; all others will be typewritten or made in ink.

(3) The DA Form 1315 will be forwarded as part of the individual's Military Personnel Records Jacket, U.S. Army (DA Form 201) to his first permanent duty station.

b. The unit personnel officer receiving and/or having custody of the individual's personnel

records will verify the entries on the DA Form 1315.

(1) After verification, the forms will be forwarded to the commander of the individual concerned within 15 days from the date of assignment.

(2) If the individual's records do not contain a DA Form 1315, the unit personnel officer will prepare one as prescribed in *a* above.

(3) Career counselors will not be responsible for the preparation of DA Forms 1315.

c. A new DA Form 1315 will be prepared by the unit personnel officer and forwarded to the individual's commander whenever a subsequent enlistment is accomplished.

1-21. Maintenance. The DA Form 1315 will normally be maintained in the company/battery to which each individual is assigned. The results of interviews and counseling sessions and attendance at reenlistment film showings will be recorded on the form. Unit commanders will prior to the individual's transfer or reassignment, make an appropriate entry in the reenlistment status section of the DA Form 1315.

a. A bar to reenlistment (sec. VIII, this chap.) will be initiated for individuals who are eligible but not recommended.

b. For individuals who are not eligible for reenlistment but who are recommended, the item "not eligible" will be checked and a brief explanation of reason.

c. Such remarks entered on the DA Form 1315 will be initialed by the unit commander.

1-22. Disposition. When the individual is transferred or reassigned prior to expiration of his term of service, the DA Form 1315 will be returned to the unit personnel officer and made a part of the individual's personnel records. The gaining unit personnel officer will follow the same procedures as are outlined in paragraph 1-20*b*.

a. When a favorable enlistment decision is obtained, the DA Form 1315 will be retained until enlistment has been accomplished at which time it will be disposed of in accordance with AR 345-210 or AR 345-215.

b. When an individual declines to immediately enlist, DA Form 1315 will be forwarded to the Post or Command Reenlistment Office 30 days prior to ETS. DA Forms 1315 for persons not reenlisting will be mailed by the reenlistment office to the Commanding Officer of the U.S. Army Recruiting District in which the individual's home address is located.

c. Upon receipts of DA Forms 1315, U.S. Army Recruiting District Commanders will promptly dispatch them to the appropriate Recruiting Main Station so that recruiting personnel may use the information contained on the form to reenlist prior service personnel.

d. In no event will the DA Form 1315 accompany the personnel records of the individual to a transfer station or transfer activity.

e. For individuals who have not been recommended for reenlistment the form will be disposed of in accordance with AR 345-210 or AR 345-215.

Section VI. REENLISTMENT INTERVIEWS AND COUNSELING

1-23. General. Although this regulation prescribes that the maximum reenlistment effort will be made during the latter part of an individual's term of service, reenlistment indoctrination must begin on the day the individual reports to the unit. Counseling with a view to promoting reenlistment cannot be restricted to the last few months of an individual's term of service, especially among first-term personnel.

In the interest of stability, economy or travel, and continuity of operations, major emphasis by unit commanders will be directed to inducing qualified individuals to reenlist for their present assignment.

1-24. Reenlistment interviews. Full advantage should be taken of the opportunities which reenlistment interviews afford to counsel, sug-

gest, and assist individuals in making a definite plan. These discussions should be related to the grade and length of service of the individual being interviewed, and will be designed primarily to favorably influence his reenlistment intent.

a. Reenlistment interviews further provide an opportunity to extend encouragement, eliminate old grievances, develop self-understanding and self-assurance.

b. Prior preparation is essential for satisfactory interview and will include collection of factual data concerning the individual.

c. During prescribed interviews each individual will be specifically queried as to the existence of civil offenses, convictions, and/or confinement.

d. Particular attention will be given to the applicant's ability to meet current mental standards for Regular Army service. When the individual does not meet current standards, he will be encouraged to participate in appropriate educational development programs in an effort to become qualified prior to the expiration of his current term of service.

★1-25. Reenlistment counseling procedures. The unit commander is authorized to waive the unit career counselor's interview prescribed in a through c below when he is convinced, as the result of his interview, the individual will enlist immediately. When such action is taken, however, control will be maintained to insure the individual's favorable reenlistment intent has not changed. The commanding officer of the individual will determine the individual's eligibility for reenlistment under the provisions of this regulation.

a. If the individual is not eligible for immediate reenlistment, the unit commander will determine by observation and job performance whether a request for waiver is warranted. If warranted, a request for waiver (ch. 3) will be initiated promptly and within the time frame specified in paragraph 3-2. When it is determined that waiver is not warranted, the individual will be apprised of this fact. The DA Form 1315 will be noted to reflect ineligibility for reenlistment.

b. If the individual is eligible for reenlistment, but for cogent reasons is not recommended, the unit commander will promptly initiate a bar to reenlistment under the provisions of section VIII, this chapter. The DA Form 1315 will be annotated accordingly.

c. If reenlistment is recommended by the unit commander and the enlisted person meets the eligibility requirements outlined in this regulation, the following action will be taken:

(1) During the period 8 to 10 months prior to expiration of term of service the individual will be interviewed by his unit commander. If not fully decided, he will be aided in analyzing his own abilities, opportunities, resources, and limitations.

(a) At this interview individual problems should be resolved as far as practicable.

(b) Each person recommended for retention and who is qualified for options will be presented with a signed copy of the handbook "You Can Go Places" explaining how this handbook provides information on reenlistment opportunities.

(c) Personnel will be encouraged to see the unit career counselor for additional information.

(d) This interview will be entered on DA Form 1315.

(2) During the period subsequent to the unit commander's interview, the unit career counselor will contact the individual and conduct an interview in accordance with accepted interview procedures. Current reenlistment opportunities and benefits will be emphasized.

(a) Every effort will be made to obtain a reenlistment decision.

(b) Assistance from full-time reenlistment personnel at higher headquarters should be solicited to supplement unit reenlistment efforts.

(c) Interview by the full time and unit career counselor will be recorded on DA Form 1315.

★(3) All personnel who are on their first tour of Army service or who upon expiration of current ETS will have 4 or less years service for pay purposes will attend a showing of the

film "Something to Build On" at least once each year. Attendance will be recorded on the DA Form 1315.

(4) Commanders will initiate aggressive programs designed to influence recommended first-term enlisted personnel who do not intend to reenlist. Prior to departure from the unit these individuals will be informed of the reenlistment

opportunities available to them at time of separation or within 3 months thereafter. In addition, these individuals will be apprised of the provisions of chapter 2, AR 601-210 with respect to grade authorizations for enlistment after a break in service. An appropriate entry signifying that this interview was conducted will be entered on DA Form 1315.

Section VII. BROKEN OR UNFULFILLED REENLISTMENT COMMITMENTS

★1-26. **Policy.** All claims of nonfulfillment of enlistment commitments will be investigated promptly. The individual's MPRJ will be reviewed to determine the validity of allegations. When it is determined by the commander that an individual does have an unfulfilled enlistment commitment which he does not desire to waive and cannot be fulfilled by the major commander, he will be reported by the most expeditious means possible to the Chief of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, D.C. 20310, as immediately available in accordance with AR 614-205, indicating the individual

has an unfulfilled enlistment commitment. If the claim cannot be resolved by reassignment action, the claimant will be assisted in the preparation of a request for Correction of Broken Enlistment/Reenlistment Commitment which will be forwarded through channels to the Chief of Personnel Operations, ATTN: EPPAS, Department of the Army, Washington, D.C. 20310. This request will be accompanied by any documents or statements, e.g., copies of the Statement of Understanding and Enlistment Contract, which are pertinent to the case and will assist in making a decision.

Section VIII. BAR TO REENLISTMENT PROCEDURES

1-27. **Purpose.** This section prescribes procedures for the denial of enlistment to persons whose reentry into or continued service with the Army is deemed not to be in the best interests of the military service.

1-28. **Policy.** The policy of the Department of the Army is that only personnel of high moral character, professional competence, and demonstrated adaptability to the requirements of the professional soldier's moral code of exemplary performance and conduct shall be extended the privilege of enlisting in the Regular Army. Persons who cannot, or who do not, measure up to and maintain such standards, and whose separation under appropriate procedures is not warranted, will be barred from further service under the provisions of this section.

1-29. **Guidelines in the use of bar to reenlistment procedures.** *a.* Bar to reenlistment procedures will not be used in lieu of separation action under appropriate regulations such as AR 635-212.

b. Bar to reenlistment procedures will not be used in lieu of trial by courts-martial, nonjudicial punishment or other appropriate administrative action.

c. The fact that disciplinary or administrative action not resulting in separation has been previously taken does not preclude initiation of bar to reenlistment procedures if such action is deemed appropriate.

d. The fact that an individual may be issued an honorable or general discharge for the current period of service does not preclude initiation of bar to reenlistment procedures to deny the individual subsequent service in the Regular Army.

e. The fact that an individual may have served honorably for a number of years, though considered in the evaluation of his service, does not prohibit the initiation of bar to reenlistment procedures if such action is otherwise appropriate. Bar to reenlistment procedures initiated against persons who have completed 18 or more years of active Federal service may be approved only by Headquarters, Department of the Army. Subject requests will be forwarded to Chief of Personnel Operations, ATTN: EPPAW, Department of the Army, Washington, D.C. 20310.

1-30. **Criteria.** The development and continued existence of a Regular Army composed of a body of high quality professional men and women de-

mands that every commander be constantly alert to the need to detect and weed out those persons whose character or conduct, abilities or attitudes, motivation or adaptability for military service, proficiency or overall potential value to the Army, and/or general desirability for retention are not consistent with this goal. Commanders must be especially alert to the need to evaluate the advisability or desirability of affording continued military service to individuals of the following, or similar caliber:

a. Untrainable personnel. Continued effort and attention will be given to the early detection of individuals who are in fact untrainable for military service. These individuals who are found to be so lacking in abilities and aptitudes as to require frequent or continued special instruction or supervision will be identified as soon as possible with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into, or further service with, the Regular Army.

b. Unsuitable personnel. Continued effort and attention will be given to the detection of individuals who are in fact unsuitable for military service. These persons may exhibit their unsuitability through interests and/or habits which are detrimental to the maintenance of good order and discipline. They may have records of habitual minor misconduct requiring corrective or disciplinary action. Where possible, these individuals will be identified early in their military service with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into or continued service with, the Regular Army.

c. Individuals against whom bar to reenlistment proceedings are initiated. The records of individuals against whom bar to reenlistment proceedings are initiated often disclose the recurrence of one or a combination of the following:

- (1) Late to formations, details, or assigned duties.
- (2) AWOL for 1- to 24-hour periods.
- (3) Losses of clothing and equipment.
- (4) Substandard personal appearance.

- (5) Substandard personal hygiene.
- (6) Persistent indebtedness, reluctance to repay or late payments.
- (7) Recurrent Article 15 punishments.
- (8) Frequent traffic violations.
- (9) "Rides" sick call without medical justification.
- (10) Late returning from pass or leave.
- (11) Misses bed check.
- (12) Cannot follow orders; shirks; take too much time; is recalcitrant.
- (13) Cannot train for a job; apathetic; disinterested.
- (14) Cannot adapt to military life; uncooperative; involved in frequent difficulties with fellow soldiers.
- (15) Failure to manage personal, marital, and/or family affairs.
- (16) Involvement in discreditable incidents in the civilian community.
- (17) Involved in incidents of moral turpitude evidencing a character deficiency.

1-31. Procedures. An individual's unfitness, unsuitability, and/or failure to maintain the standards required for service in the Regular Army may be manifest soon after entry into the military service or it may not develop or become apparent until after many years of service.

a. The fact that substandard personnel may have been permitted to remain on active duty for a number of years should not deter a current commander from taking action under the provision of this regulation or other appropriate directives if he deems such action proper.

(1) A bar to reenlistment procedure normally should not be initiated against an individual who has been assigned to a unit for less than 90 days.

(2) A bar to reenlistment procedure should not be based on generalities or approximate dates and/or vague places and times but should be specific and substantiated by official remarks made at the time of each occurrence. It is essential that all instances are made a matter of official record when acts considered unworthy of a member of the United States Army are performed.

(3) A bar to reenlistment is initiated without regard to an individual's ETS or his reenlistment intent.

(4) Normally, a bar to reenlistment procedure will not be initiated against an individual during

the last 14 days prior to his departure from the unit to which currently assigned. When a bar to reenlistment is initiated during this period, the commander's certificate will contain a complete explanation of why the action was not taken at an earlier date.

b. The individual's unit commander will prepare a certificate signed in duplicate summarizing the basis for his intent to initiate bar to reenlistment procedures. This will include, if appropriate, the number and dates of courts-martial, incidents of punishment under Article 15, and all other factual and relevant information supporting his recom-

mendation. The commander will refer the certificate to the enlisted person concerned for a statement in his own behalf, if desired, as required by paragraph 7, AR 640-98. The individual will be allowed a reasonable period of time for the preparation of his comment and the collection of any documents and/or pertinent materials.

c. Upon receipt of the comment of the individual, the certificate will be indorsed by the brigade/regimental or separate battalion commander, and approved or disapproved by the commander exercising general court-martial jurisdiction, the major commander, or Head-

quarters, Department of the Army as follows:

(1) General courts-martial authority—for persons with less than 10 years service.

(2) Major commander—for persons with 10 to 18 years of service.

(3) Headquarters, Department of the Army—for persons with 18 or more years of active Federal service.

d. When a certificate has been approved by the appropriate commander, the custodian of the individual's personnel records will place a signed copy in the individual's military Personnel Records Jacket U.S. Army (DA Form 201) where it will remain a permanent part of the file. The remark, "Not recommended for further service," will be entered on the individual's Enlisted Qualification Record (DA Form 20) in accordance with AR 600-200 and the enlisted person concerned apprised that he is barred from reenlistment.

e. Subsequent to placing an approved certificate in the enlisted person's file under the foregoing procedure, the company, detachment, or comparable commander of the unit to which the individual is assigned or attached for duty and administration may submit a recommendation to have the certificate voided. Approval to void such a certificate may be granted by the same authority that approved the certificate originally or, if the individual has moved to another jurisdiction, by the comparable commander therein.

(1) A recommendation to void a bar to reenlistment may be submitted at any time by the individual's unit commander if he feels the individual has proven that he is worthy of retention in the Army. However, the possibility of voiding a reenlistment bar should not be used as an incentive to improve the conduct or performance of lazy or recalcitrant individuals.

(2) An approved bar to reenlistment procedure will be initially reviewed by the appropriate unit commander 6 months after date of approval or 30 days prior to the individual's scheduled departure date from current unit, or

date of separation, whichever occurs first. If, as a result of this review, the commander feels the bar to reenlistment should be removed, he will initiate a recommendation to this effect. If the commander feels the bar to reenlistment should remain in effect, he will so notify the custodian of the individual's personnel records who will enter on the individual's Form 20, the following remark: "Bar to Reenlistment reviewed; not recommended for removal, (date)." Subsequent reviews will occur at 6-month intervals and will be reflected by appropriate entries on the soldier's DA Form 20.

f. The DD Forms 214 (Armed Forces of the United States Report of Transfer or Discharge) of otherwise qualified persons who are separated with a bar to reenlistment in effect are coded RE-3 even though an honorable discharge may be issued.

(1) Commanders of transfer activities will examine the qualification record of each individual undergoing transfer processing and when the remark prescribed in *d* above appears, he will enter in Item 30, DD Form 214, the remark "Table 2-3, AR 601-280 applies—AR 640-98 complied with."

(2) When the remark prescribed in *d* above has been deleted from the DA Form 20, the commander effecting separation will examine the records to determine if proper authorization was granted to make the deletion. If the deletion is not properly substantiated, the individual will be issued a DD Form 214 containing the mark indicated in (1) above.

(3) If the deletion is properly substantiated, separation will be accomplished and no entry will be made in Item 30, DD Form 214.

(4) The code RE-3 will be reflected in the separation documents of all persons separated with a bar to reenlistment in effect except where the code RE-4 is warranted or the records clearly show that administrative procedures prescribed by this section have not been complied with.

Section IX. CONSIDERATIONS GOVERNING THE ENLISTMENT OF PERSONS IN THE REGULAR ARMY

1-32. Eligibility. All persons connected with the processing of applicants for enlistment in the

Regular Army will give paramount consideration to the enlistment of quality personnel. An

individual's eligibility will be determined on the basis of his ability to meet all requirements or the exceptions thereto and will include procurement of prescribed waivers. If there is any aura of doubt as to the applicant's full qualifications, he must not be accepted.

1-33. Unlawful enlistment, appointment of separation. Particular attention of all officers and reenlistment personnel will be given to Article 84, Uniform Code of Military Justice, which

provides that "Any person subject to the code who effects an enlistment or appointment in, or a separation from the Armed Forces of any person who is known to him to be ineligible for such enlistment, appointment, or separation because it is prohibited by law, regulations, or order, shall be punished as a court-martial may direct." Commanders will give due consideration to the initiation of disciplinary action for violations of the article.

CHAPTER 2

BASIC QUALIFICATIONS FOR ENLISTMENT IN THE REGULAR ARMY

Section I. BASIC ELIGIBILITY CRITERIA

2-1. Basic eligibility criteria for persons currently serving in the Active Army. Male and female applicants for immediate enlistment in

the Regular Army who are currently serving in the Active Army must meet basic eligibility criteria as indicated in Table 2-1.

Table 2-1. Basic Eligibility Criteria for Persons Currently Serving in the Active Army

Item	Criteria	Male applicant must—	Female applicant must—	Notes
a	AGE-----	(1) Be not less than 17 years and not have reached 35th birthday, or (2) If past 35th birthday and less than 55 years of age, qualify as follows: (a) Have a minimum of 3 years honorable active service in any of the Armed Forces, at least 3 months of which must have been served in the Army and (b) Be an age that is not greater than 35 plus the number of years of prior honorable active Federal Service completed. (3) Be considered exempt from above age requirements if he can qualify for retirement by age 60 and if he is not age 55 or older with 20 or more years of active Federal service provided he is immediately enlisting following separation as— (a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty, or (b) An enlisted man last separated from the Regular Army with an honorable or general discharge.	(1) Be not less than 18 years of age and not have reached 35th birthday, or (2) If past 35th birthday and less than 55 years of age, qualify as follows: (a) Have a minimum of 3 years honorable active service in any of the Armed Forces, at least 3 months of which must have been served in the Army and (b) Be an age that is not greater than 35 plus the number of years of prior honorable active Federal Service completed. Count only honorable active Federal service since 14 May 1942. (3) Be considered exempt from above age requirements if she can qualify for retirement by age 60 and if she is not age 55 or older with 20 or more years of active Federal Service provided she is immediately enlisting following separation as— (a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty, or (b) An enlisted woman last separated from the Regular Army with an honorable or general discharge.	(1) DD Form 373 (Consent or Declaration of Parent or Legal Guardian (For Enlistment of a Minor in the U.S. Armed Forces)) required for men less than 18, and women less than 21 years of age. See paragraph 5-4. (2) For age waivers, see paragraph 3-5. For limitations on authorized enlistment periods, see line E, table 2-5.
b	CITIZENSHIP.....	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	Waivers not considered.
c	MENTAL REQUIREMENTS	(1) Attain scores of 90 or higher on any three or more aptitude areas of the AQB or ACB, or (2) Qualify for exemption from above requirements because he:	(1) Attain scores of 90 or higher on any two or more aptitude areas of the WACB or ACB (Recorded Combat A(CO A) and Combat B(CO B) aptitude area	(1) Test scores as recorded on DA Form 20 will be used to determine enlistment eligibility. (2) Persons who do not

Item	Criteria	Male applicant must—	Female applicant must—	Notes
C— Continued	MENTAL REQUIRE- MENTS— Continued	(a) Has been awarded the Medal of Honor, or (b) Has been awarded the Distinguished Service Cross, Navy Cross, or Silver Star Medal and has not completed 20 years of active Federal service, or (c) Is a partially disabled combat-wounded veteran who has not completed 20 years of active Federal service, or (d) Is currently serving in the Regular Army with less than 20 years active Federal service and demonstrates qualification in his primary MOS, by verification under the Enlisted Evaluation System, or (e) Is currently serving as a commissioned or warrant officer who is authorized to immediately enlist upon separation as an officer. (Such persons are administered the ACB at their first enlisted duty station.)	scores are qualifying and will be considered as two separate areas for this purpose), or (2) Qualify for exemption from above requirements because she: (a) Is currently serving in the Regular Army with less than 20 years active Federal Service and demonstrates qualification in her PMOS, by verification under the Enlisted Evaluation System, or (b) Is currently serving as a commissioned or warrant officer who is authorized to immediately enlist upon separation as an officer. (Such persons are administered the WACB or ACB at their first enlisted duty station.)	meet, or qualify for exemption from prescribed standards may be (re) tested with the ACB or WACB, as appropriate, under the provisions of AR 600-200. (3) Waivers of prescribed standards may be requested for persons currently serving as members of the Regular Army in accordance with table 3-1.
d	EDUCATION.....	Meet educational requirements of specific option.	(1) Have completed a minimum of 2 years of high school, or (2) Present evidence that she has successfully completed the high school level GED Test.	Waivers not considered.
e	MEDICAL.....	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501. (2) Meet any additional requirements prescribed for the specific option for which enlisting. (3) Be approved for enlistment by Headquarters, Department of the Army if he is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501. (2) Meet any additional requirements prescribed for the specific option for which enlisting. (3) Be approved for enlistment by Headquarters, Department of the Army if she is a partially disabled member continued on active duty under the provisions of AR 635-40 (formerly AR 616-41). (A medical board examination is required for such persons not less than 4 nor more than 6 months prior to expiration of current term of service.)	(1) For medical processing see paragraph 5-6. (2) For waiver of medical requirements, see table 3-1.
f	MARITAL STATUS	Immaterial.....	Immaterial.	
g	DEPENDENTS...	No restrictions..	No restrictions as to number.	
h	MORAL AND OTHER ADMIN- ISTRATIVE CRI- TERIA. See tables 2-2, 2-3, and 2-4.			

Note. A former enlisted member of the Regular Army immediately reenlisting following separation from current active service as an Army commissioned or warrant officer with an honorable discharge or by relief from active duty for a purpose other than to await appellate review of a sentence including dismissal or dishonorable discharge is exempt from the requirements of this table. Such persons are reenlisted in the Regular Army without regard to age, length of service, number of dependents, mental qualifications, or any physical disqualification incurred or having its inception while on active duty, and without regard to the existence of a vacancy in the appropriate grade.

2-2. Waivable moral and administrative disqualifications. Male and female applicants for Regular Army enlistment to whom disqualifications listed in table 2-2 apply may be granted waivers to permit immediate enlistment. Only those disqualifications occurring during current term of service and disqualifications not previously revealed, regardless of date of occurrence, are considered disqualifying. Requests for waivers should be submitted sufficiently in advance of separation date to permit continuous

service. Some of the disqualifications listed are waivable only to permit immediate enlistment; persons granted waivers for these disqualifications who do not enlist immediately are thereafter ineligible for Regular Army service. For persons who are not granted waivers prior to separation and/or who do not enlist immediately at the station to which assigned at separation, DD Forms 214 will be coded as shown to indicate eligibility for Regular Army service in the future.

Table 2-2. Waivable Moral and Administrative Disqualifications

Line	Disqualification	Eligibility code		Notes
		Men	Women	
A	Men having time lost and women having one but not more than 30 days time lost.	RE-3B....	RE-3B.....	For waivers, see table 3-1.
B	Three minor traffic violations within the 18-month period preceding enlistment and four or more minor traffic violations regardless of elapsed time. See Guidelist of Minor Traffic Offenses, table 2-2A.	RE-3.....	RE-3.....	For waivers, see table 3-2.
C	Initial civil court conviction or initial adverse juvenile adjudication for one or more minor nontraffic offenses. See Guidelist of Minor Nontraffic Offenses, table 2-2B.	RE-3.....	RE-3 or RE-4 (see note 2).	For waivers, see table 3-2.
D	Initial civil court convictions or initial adverse juvenile adjudications for one or more Other (Not Minor) Misdemeanors. See Guidelist of Other (Not-Minor) Misdemeanors, table 2-2C.	RE-3.....	RE-3 or RE-4 (see note 2).	For waivers, see table 3-2.
E	Initial civil court conviction or initial adverse juvenile adjudication for one or more felony offenses. See Guidelist of Felony Offenses, table 2-2D.	RE-3.....	RE-3 or RE-4 (see note 2).	For waivers, see table 3-2.
F	Persons currently on parole, probation, or suspended sentence from a civil court.	RE-4... ..	RE-4.....	For waivers, see table 3-2.
G	Former enlisted member of the Army currently serving on active duty as a commissioned or warrant officer whose officer service is terminated by a general discharge.	RE-3... ..	RE-3.....	For waivers, see 5-8.
H	Persons currently serving on active duty as commissioned or warrant officers who are separated from their officer status either as a direct result of trial by courts-martial, reclassification and/or elimination proceedings, or by resignation in lieu thereof, and those separated under the provisions of AR 635-105 or AR 635-120.	RE-3.....	RE-3.....	For waivers, see 5-8.
I	Persons currently serving as Regular Army officers regardless of the conditions under which separated.	RE-3.....	RE-3.....	For waivers, see 5-8.
J	Persons eligible for retirement who are 55 years of age or over with 20 or more years of completed active Federal service. This includes those individuals who will attain age 55 before termination of a new period of contracted service, i.e., enlistment, amendment or extension.	RE-3... ..	RE-3... ..	For waivers, see table 3-1.
K	Persons who cannot acquire the minimum active Federal service to qualify for retirement at age 60, unless entitled by law to enlist or reenlist.	RE-3.....	RE-3.....	For waivers, see table 3-1.
L	Women who are members of the Army Reserve currently on active duty.	RE-3.....	For waivers, see Chapter 3.
M	Women in service who become the parent by adoption, the step-parent, foster parent, or custodian of a child under 18 years of age.	RE-3.....	For waivers, see table 3-1.
N	Persons, not currently members of the Regular Army, including members of Reserve components presently serving on active duty, who last served in another Armed Force in either enlisted or officer status.	RE-3... ..	RE-3.....	For waivers, see paragraph 5-7.

Line	Disqualification	Eligibility code		Notes
		Men	Women	
O	A woman on active duty who initially enlisted prior to 9 April 1957 and who has born a child out of wedlock prior to initial enlistment may be immediately enlisted, providing her active service has been honorable, and she is recommended for reenlistment by her immediate unit commander. Eligibility for reenlistment previously established continues in effect for subsequent immediate reenlistments provided applicant is otherwise qualified.	-----	RE-4	
P	Persons who have been retained on active duty under the provisions of AR 604-10 with the annotation "not eligible for security clearance or assignment to sensitive duties, AR 604-10."	RE-3.....	RE-3.....	For waivers, see chapter 3.

Note 1. For the purpose of determining eligibility for Regular Army enlistment, a juvenile or youthful offense is defined as an offense committed by the applicant when he was below the age at which he could enlist in the Army without parental consent. For male applicants, offenses committed while below the age of 18 are considered juvenile or youthful offenses, regardless of disposition by civil authorities. For female applicants, offenses committed while below the age of 21 are considered juvenile or youthful offenses, regardless of disposition by civil authorities.

Note 2. The DD Forms 214 of women not immediately enlisting who committed offenses while below the age of 21 will be coded RE-3; DD Forms 214 of women not immediately enlisting who committed offenses while age 21 or older will be coded RE-4.

Table 2-2A. Guidelist of Typical Minor Traffic Offenses

Item	Minor traffic offense
1	Blocking or retarding traffic.
2	Careless driving.
3	Crossing yellow line; driving left of center.
4	Disobeying traffic lights, signs, or signals.
5	Driving on shoulder.
6	Driving uninsured vehicle.
7	Driving with blocked vision.
8	Driving with expired plates or without plates.
9	Driving without license or with suspended or revoked license.
10	Driving without registration or with improper registration.
11	Driving wrong way on one-way street.
12	Failure to comply with officer's directives.
13	Failure to have vehicle under control.
14	Failure to keep to right or in line.
15	Failure to signal.
16	Failure to stop for or yield to pedestrian.
17	Failure to submit report following accident.
18	Failure to yield right-of-way.
19	Faulty equipment (defective exhaust, horn, lights, mirror, muffler, signal device, steering device, tailpipe, or windshield wipers).
20	Following too closely.
21	Improper backing: backing into intersection or highway; backing on expressway; backing over crosswalk.
22	Improper blowing of horn.
23	Improper parking: restricted area, fire hydrant, double parking.
24	Improper passing: passing on right, in no-passing zone; passing parked school bus, pedestrian in crosswalk (when not treated as reckless driving).
25	Improper turn.
26	Invalid or unofficial inspection sticker; failure to display inspection sticker.
27	Leaving key in ignition.
28	License plates improperly displayed or not displayed.
29	Operating overloaded vehicle.
30	Racing, dragging, contest for speed (when not treated as reckless driving).
31	Speeding (when not treated as reckless driving).
32	Spinning wheels; improper start; zigzagging or weaving in traffic (when not treated as reckless driving).

Note. It would be impracticable to prepare an all-inclusive list of minor traffic offenses valid for all States. The above list is intended as a guide. Offenses of a similar nature and traffic offenses treated as minor by local law enforcement agencies should be treated as minor.

<i>Item</i>	<i>Felony offenses</i>
31	Riot.
32	Robbery.
33	Sedition: solicitation to commit sedition.
34	Sodomy.
35	Stolen property, knowingly receiving (value over \$100).

Note. It would be impracticable to prepare an all-inclusive list of felonies valid for all States. The above list is intended as a guide. Offenses of comparable seriousness should be treated as felonies. In doubtful cases, the following rule should be applied: if the maximum confinement under local law exceeds 1 year, the offense should be treated as a felony.

2-3. Persons ineligible for immediate enlistment. Male and female applicants for Regular Army enlistment to whom disqualifications listed in table 2-3 apply are ineligible for immediate en-

listment and requests for waivers will not be submitted. Such persons may be eligible to apply for Regular Army enlistment under the provision of AR 601-210 at a later date.

Table 2-3. Persons Ineligible for Immediate Enlistment

<i>Line</i>	<i>Disqualification</i>
A	Persons separated from current term of service whose DD Forms 214 are coded RE-1A; RE-2A; RE-3; RE-3A; RE-3B and RE-4A.
B	Persons separated from current term of service with a "Bar to Reenlistment" in effect.
C	Persons separated from current term of service by reason of hardship or dependency (chap. 6, AR 635-200).
D	Persons serving on unspecified enlistments who resign from current term of service in lieu of other administrative action (chap. 9, AR 635-200).
E	Persons who are discharged from current term of service for the good of the service under the provisions of chapter 10 AR 635-200.
F	Men separated from current term of service under the provisions of AR 635-204, AR 635-206, or AR 635-212.
G	Persons separated from current term of service whose DD Form 214 include the notation "Table 2-2 or Table 2-3 AR 601-280 applies".

2-4. Nonwaivable moral and administrative disqualifications. Male and female applicants for Regular Army enlistment to whom disqualifica-

tions listed in table 2-4 apply, are ineligible for Regular Army enlistment at any time and requests for waivers will not be submitted.

Table 2-4. Nonwaivable Moral and Administrative Disqualifications

<i>Line</i>	<i>Disqualification</i>	<i>Men</i>	<i>Women</i>
A	Insane.....	X	X
B	Having a history of psychotic disorders.....	X	X
C	Questionable moral character, history of anti-social behavior, alcoholism, drug addiction, sexual perversion, having frequent difficulties with law enforcement agencies.....	X	X
D	Not accepted for further military service pursuant to AR 40-501 because of venereal disease.....	X	---
E	Having a history of venereal disease.....	---	X
F	Separated for unfitness or unsuitability (AR 615-368, 615-369, 635-208, 635-209, or 635-212).....	---	X
G	Separated for unfitness or unsuitability with 18 or more years of service completed.....	X	---
H	Separated with a "Bar to Reenlistment" in effect after completion of 18 or more years of service.....	X	X
I	Conscientious objector or person with religious convictions which preclude unrestricted assignments.....	X	X
J	Persons who have received severance pay.....	X	X
K	Persons receiving retired, retirement, or retainer pay (see AR 635-230). (This prohibition is not applicable to reservists who are members of the Retired Reserve and who are not receiving retired, retirement, or retainer pay.)	X	X
L	Having in excess of 30 days time lost in current period of service.....	---	X
M	Has born a child out of wedlock other than as excluded by table 2-2.....	---	X
N	Separated with other than honorable or general discharge.....	---	X
O	Enlistment not clearly consistent with interest of national security under AR 604-10, or who refuse to sign DD Form 98, (Armed Forces Security Questionnaire) or DD Form 398 (Statement of Personal History).	X	X
P	Persons who signed a statement of intent to reenlist subsequent to 1 November 1963, received services based on the statement (Such as transportation of dependents, movement of household goods or automobile) then at expiration of term of service (ETS), declined to enlist.	X	X

Line	Disqualification	Men	Women
Q	Civil or criminal charges filed or pending against them by civil authorities (see footnote to this table)...	X	X
R	Separated because physically disqualified upon order to active duty (AR 135-300).....	X	X
S	Separated under the Military Personnel Security Program (AR 604-10).....	X	X
T	Separated for physical disability with entitlement to receive disability severance pay (AR 635-40).....	X	X
U	Released from EAD by reason of physical disability and revert to inactive status for the purpose of re- tirement under the provisions of Title 10, U.S.C., Sections 1331-1337, in lieu of discharge with entitle- ment to receive disability severance pay (AR 635-40).	X	X
V	Separated for physical disability resulting from intentional misconduct or willful neglect or incurred during period of unauthorized absence. Not entitled to severance pay (AR 635-40).	X	X
W	Separated for physical disability—EPTS—established by physical evaluation board proceedings (not entitled to severance pay) (AR 635-40).	X	X
X	Separated as a conscientious objector (AR 635-20).....	X	X
Y	Separated for physical disability—EPTS—established by medical board and individual made application for discharge by reason of physical disability (not entitled to receive disability severance pay) (AR 635-40).	X	X
Z	Discharge as a result of board action (class II homosexual) (AR 635-89).....	X	X
AA	Acceptance of discharge (class II homosexual) (AR 635-89).....	X	X
AB	Separated as an alien without legal residence in the United States (para 5-6, AR 635-200).....	X	X
AC	Separation for homosexual tendencies (discharge for unsuitability . . . pursuant to recommendation of a board of officers convened under the provisions of AR 635-89) (AR 635-212).	X	X
AD	Separated for parenthood (sec IV, chap. 8 AR 635-200).....		X
AE	Separated for pregnancy (sec III, chap. 8, AR 635-200).....		X
AF	Permanently retired by reason of physical disability (Title 10, U.S. Code, Section 1201 or 1204). (For combat wounded personnel—see AR 601-210).	X	X
AG	Retired after 20 but less than 30 years' active Federal service. (Title 10, U.S.C., Section 3914).....	X	X
AH	Retired after 30 years' active Federal service (Title 10, U.S.C., Section 3917).....	X	X
AI	Retired in lieu of discharge under AR 635-89 (homosexuality) (10, U.S.C., 3914).....	X	X
AJ	Persons whose DD Forms 214 are coded RE-4 upon separation.....	X	X

Note. Line "Q" above includes:

1. Persons who are released from the custody or restraint of a court under procedures which on the face thereof do not appear to dispose of the charges finally.

a. Examples of such releases are—

- (1) Release following a plea of any type to the court (including plea of guilty or nolo contendere).
- (2) Release on probation without a verdict.
- (3) Release on a person's own recognizance.
- (4) Release following charges that are placed on file.
- (5) Any similar disposition, without regard to the technical name therefore, which indicates that the person may remain subject to further judicial proceedings in connection with the charges.

b. This basis for disqualification shall be deemed to be removed if the official chiefly responsible for prosecution of the charges (e.g., District Attorney, the judge of the court involved, or a higher official of the jurisdiction concerned who has responsibilities in connection with the case) submits a signed statement to the effect that under the laws of the jurisdiction, the applicant is not subject to further restraint, custody, control, or prosecution by the authorities thereof.

2. Men currently in service may be permitted to extend/amend current enlistment for a period of time sufficient to allow them to continue on active duty until the date of trial for offense for which charges have been filed, when anticipated court date is more than 1 year in future, request for waiver for reenlistment may be submitted to Chief of Personnel Operations.

Section II. ENLISTMENT PERIODS AND GRADES

2-5. Authorized enlistment periods. Immediate enlistments in the Regular Army are authorized for periods of 3, 4, 5, and 6 years. The enlistment period selected is at the option of the applicant except as otherwise prescribed in table 2-5.

Table 2-5. Authorized Enlistment Periods

Line	Category of personnel	Authorized enlistment period
A	Men and women authorized to immediately enlist for an option or special program requiring a specific enlistment period.	As specified by option or program directive. (Minimum of 3 years.) Title 10, Section 3256(b).
B	Persons, except Medal of Honor winners, who are granted waivers for time lost or for a civil court conviction other than minor traffic violations or adverse juvenile adjudication.	3 years. Waiver of this authorized enlistment period may be considered by the Office of Personnel Operations.

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized enlistment period</i>
C	Applicants with less than 15 years active Federal service who are granted waivers for failure to meet mental requirements prescribed by table 2-1.	3 years.
D	Applicants with more than 15 and less than 20 years active Federal service completed who are granted waivers for failure to meet mental requirements prescribed by table 2-1.	If current term of service cannot be amended and/or extended under the provisions of chapter 4 to permit completion of 20 years of active Federal service, applicant may be enlisted for the minimum authorized period which when combined with extension, if applicable, will expire on or as soon as possible after completion of 20 years active Federal service.
E	Persons having less than 6 years remaining until completion of 20 years of active Federal service at age 55 or over, or until reaching age 55 with 20 or more years of active Federal service.	If current term of service cannot be amended and/or extended under the provisions of chapter 4 to meet these criteria, applicant may be enlisted for the minimum authorized period which, when combined with extension if applicable, will expire on or as soon as possible after retirement eligibility has been attained.
F	Women with more than 18, and less than 20, years of active Federal service who are granted waivers for pregnancy or parenthood.	If current term of service cannot be amended and/or extended under the provisions of chapter 4, to permit completion of 20 years of active Federal service, applicant may be enlisted for the minimum authorized period which when combined with extension, if applicable, will expire on or as soon as possible after completion of 20 years active Federal service and attainment of retirement eligibility.
G	Persons appointed to pay grades E-7, E-8, and E-9, to whom the restrictions of lines B, C, D, or E above, apply will satisfy the minimum 2 year service-in-grade requirements for appointment to these grades.	If current term of service cannot be amended and/or extended under the provisions of chapter 4 to meet this service-in-grade requirement, applicant may be enlisted for the minimum authorized period which, when combined with extension, if applicable, will expire on or as soon as possible after service requirement has been met. Authority to waive restrictions for these persons may be delegated to appointment authority.

2-6. Enlistment grades—general information. All enlistments in the Regular Army are accomplished in permanent grades.

a. All enlistments in pay grades E-1, E-2, and E-3 are permanent for all categories of personnel.

b. Those persons who, upon enlistment, are eligible for appointment to temporary grades higher than their permanent grades are appointed to such higher temporary grades on the date of their enlistment.

c. The dates of rank in grade for persons immediately enlisted will be determined as prescribed in section VI, AR 600-20 or as directed in enlistment grade authorization document.

d. Active duty for training (ACDUTRA) will not be considered in enlistment grade determinations except as specifically provided for in table 2-6.

e. For applicants eligible to immediately en-

list with grades held at time of last separation from the Army; grade, title, date of rank, and NCO/Specialist status will be the same as that held on date of separation.

f. For applicants eligible to immediately enlist with grades different from those held at time of last separation from the Army, grade title and NCO/Specialist status will be compatible with the requirements of chapter 7, AR 600-200 and the standards of grade authorization contained in AR 611-201.

2-7. Enlistment grades for special categories. Table 2-6 prescribes immediate enlistment grades for certain special category applicants. When it appears that an applicant listed in this table may be eligible for an enlistment grade determined in accordance with instructions contained elsewhere in this regulation, the provisions of table 2-6 will govern.

Table 2-6. Enlistment Grades for Special Categories

<i>Line</i>	<i>If the applicant—</i>	<i>The permanent grade in which enlisted is—</i>	<i>The temporary grade to which appointed is—</i>
1	Is a Medal of Honor Winner immediately enlisting.	That held on date of separation.	That held on date of separation.
2	Is a former enlisted member of the Regular Army who is separated honorably from current service on active duty as an Army commissioned or warrant officer.	The grade(s) held immediately before his service as an officer unless consideration for a higher grade is requested in accordance with line B, table 2-7.	The grade held immediately before his service as an officer unless consideration for a higher grade is requested in accordance with line B, table 2-7.
★3	Rescinded.		

2-8. Temporary grades for immediate enlistment. Unless otherwise prescribed by this regulation or by special directive, the temporary grades authorized for Army enlisted members upon immediate enlistment in the Regular Army will be that held upon separation.

★**2-9. Permanent grades.** Except as provided for in table 2-6, Army enlisted members immediately enlisting are entitled to be enlisted in the permanent grade held at time of separation.

2-10. Categories for which grade determinations must be requested. The Office of Personnel Operations will determine the permanent and temporary grades to be authorized categories of persons listed in table 2-7 upon immediate enlistment in the Regular Army. Requests for grade determinations will be submitted sufficiently in advance of separation date to permit continuous service. For processing requests for grade determinations, see paragraph 5-7.

Table 2-7. Categories for Which Grade Determinations must be Required

<i>Line</i>	<i>Identity—applicant is—</i>
A	Currently serving as an Army commissioned or warrant officer without prior Regular Army enlisted service.
B	Currently serving as an Army commissioned or warrant officer for whom consideration of a higher grade than that to which entitled by prior Regular Army enlisted service is considered warranted and is requested.
C	Currently servicing as an Army commissioned or warrant officer whose officer service is terminated by a general discharge and whose enlistment is authorized.
D	Rescinded.

CHAPTER 3

WAIVERS

Section I. GENERAL INFORMATION

3-1. General. This chapter prescribes the procedures by which requests for waivers will be initiated and processed to meet the basic qualifications for enlistment. Waiver requests peculiar to special options will be processed under the appropriate provisions of chapter 6. Procedures to be followed in obtaining approval for the enlistment of special category applicants such as former officers are contained in chapter 5.

3-2. Submission of requests. Requests will be submitted in sufficient time to allow for normal administrative processing and mail transmissions; however, in no event will they be submitted earlier than 9 months and not later than 1 month prior to expiration of term of service, proposed date of separation or the signing of a statement of intent to reenlist. This requirement is particularly important for requests pertaining to in-service personnel desiring unbroken service.

a. All requests for waivers and circumstances requiring approval by the Office of Personnel Operations set forth in this chapter will be forwarded to the Chief, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, Mo. 63132.

b. Field commanders authorized to grant

waivers under the provisions of this chapter are encouraged to communicate with the Chief, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, Mo. 63132, in doubtful cases to seek advice or screening of records pertaining to periods of prior service.

3-3. Validity period. Unless otherwise stated in the waiver instrument, waivers granted under the provisions of this chapter are valid only for immediate enlistment on the day following separation from active duty.

3-4. Administrative instructions. *a. Requests for waivers.* The use of electrical communications for the purpose of requesting waivers is discouraged. Requests for waivers will be submitted on DA Form 3072 (Request for Waiver of Disqualifications for Enlistment/Reenlistment in the Regular Army for In-Service Personnel).

b. Record entries. When enlistment has been accomplished, a notation of the waiver granted will be made in Remarks, Item 56 on all copies of the DD Form 4. A copy of the waiver instrument, together with any report of investigation and documentary evidence on which the waiver was predicted, will be attached to the original copy of the enlistment contract.

Section II. WAIVER APPROVAL AUTHORITIES — BASIC ELIGIBILITY CRITERIA

3-5. Substantiation of requests for waiver. Unless otherwise prescribed in this chapter, requests for waivers will be submitted only for meritorious cases. All requests for waiver will be fully substantiated with appropriate documentary evidence. Documentation specified in

the following table is the minimum required. Such additional documentation as may be considered relevant and of value in reaching a sound decision on the request may also be included.

Table 3-1. Waiver Approval Authorities—Basic Eligibility Criteria
Comment

Line	Comment
1	<p>Overage.</p> <p>a. Waivers may be granted by the Office of Personnel Operations to otherwise qualified personnel who are over age.</p> <p>b. Waivers may be granted to those in-service personnel who cannot acquire the necessary minimum active Federal service to qualify for retirement by age 60 in cases where it is determined that there is an implied or actual moral obligation based on the circumstances of the individual case.</p> <p>c. Requests for waivers, with reasons therefor should be made sufficiently in advance of separation to permit continuous service.</p> <p>d. Requests will be submitted on DA Form 3072.</p>
2	<p>Mental Requirements</p> <p>a. Waivers for mental requirements are authorized only for persons currently serving in the Regular Army.</p> <p>b. Waivers are valid only for immediate reenlistment and therefore must be requested sufficiently in advance of separation to permit continuous service.</p> <p>c. Waivers are authorized only until the individual attains retirement eligibility with 20 years of active Federal service. Persons requesting waivers of mental requirements who will attain 20 years active Federal service on or before expiration of enlistment in which currently serving, will be advised concerning their eligibility to apply for retirement. They will be informed that in the event they decline to submit such an application, they will be discharged upon expiration of current term of service and thereafter will be ineligible for reenlistment in the Regular Army, unless he qualifies for exemption from mental standards under the provisions of table 2-1, or can meet eligibility requirements of AR 601-210.</p> <p>d. All applicants for waiver of this qualification must have been recommended by their immediate unit commanders.</p> <p>e. Commanders exercising general court-martial jurisdiction over the individual concerned may, upon the recommendation of the unit commander, approve waivers for:</p> <p>(1) Regular Army male personnel with 15 or more years of active Federal service completed.</p> <p>(2) Regular Army female personnel with 10 or more years of active Federal service completed when recommended by the WAC unit commander.</p> <p>f. The Chief of Personnel Operations may, upon recommendation of the major commander concerned, approve waivers for:</p> <p>(1) RA female personnel with less than 10 years of active Federal service completed provided recommended by the WAC unit commander.</p> <p>(2) Regular Army male personnel with less than 15 years of active Federal service completed who are currently serving in grade E-4 or higher and have attained a standard score of 90 or higher on at least one aptitude area of the Army Qualification Battery or Army Classification Battery.</p> <p>(3) Persons currently serving in the Regular Army who do not meet the criterion in item c(2)(d), table 2-1.</p> <p>g. Requests will be submitted on DA Form 3072.</p>
3	<p>Medical Requirements.</p> <p>a. Partially disabled personnel and members removed from the TDRL will be processed in accordance AR 635-40.</p> <p>b. The Chief of Personnel Operations may grant waivers to persons who do not meet prescribed standards of medical fitness.</p> <p>c. Requests will be submitted on DA Form 3072 and will be accompanied by:</p> <p>(1) SF 88 (Report on Medical Examination) and SF 89 (Report of Medical History) covering complete reports of medical examination and medical history.</p> <p>(2) Detailed description and current evaluation of the medical defect requiring waiver.</p> <p>(3) Information as to whether the individual possesses exceptional educational or military qualifications or critical skills.</p>
4	<p>Parenthood of Women.</p> <p>a. Women who become the parent by adoption, step-parent, foster parent, or custodian of a child under 18 years of age may be granted waivers under the provisions of chapter 8, AR 635-200 to permit reenlistment.</p> <p>b. Requests may be approved by commanders specified in section VI, chapter 2, AR 635-200.</p>
5	<p>Pregnancy of Married Women.</p> <p>a. Women who have completed more than 18 years, but less than 20 years active Federal service, are lawfully married and become pregnant, may be granted a waiver permitting reenlistment by The Adjutant General.</p> <p>b. Requests will be submitted in accordance with section III, chapter 8, AR 635-200.</p>
6	<p>Men and Women Who Have Lost Time.</p> <p>a. Men who have in excess of 30 days time lost during current term of service who elect to take a short discharge and immediately enlist, amend or extend current term of service, or to sign a statement of intent to reenlist for the purpose of acquiring sufficient time for a complete oversea tour or to meet time remaining requirements for other purposes may submit a request for waiver at any time.</p>

(1) *Expunging of the record.* In some States, there are procedures established for a subsequent "expunging of the record," or dismissal of charges, or pardon, upon evidence of rehabilitation of the offender, and such action has the effect of extinguishing the initial "conviction" or "adverse juvenile adjudication," so that under state law, the applicant has no record of conviction or adverse juvenile adjudication. Notwithstanding the legal effect of this action, a waiver to authorize the Regular Army enlistment of such an applicant is required.

(2) *Juvenile and youthful offenses.* For the purpose of determining eligibility for Regular Army enlistment, a juvenile or youthful offense is defined as an offense committed by the applicant when he was below the age at which he could enlist in the Regular Army without parental consent. For male persons, offenses committed while below the age of 18 are considered juvenile or youthful offenses, regardless of disposition by civil authorities. For female persons, offenses committed while below the age of 21 are considered juvenile or youthful offenses, regardless of disposition by civil authorities.

(3) *Initial civil court conviction.* This term will be construed to mean the determination of guilt by a court (or jury), based either on the merits of the case, or on the defendant's plea of guilty or *nolo contendere*—

(a) Regardless of whether sentence was then imposed, withheld, or suspended; and

(b) Regardless of subsequent proceedings in the case to delete an initial determination of guilt from court records, based on evidence of rehabilitation or completion of a satisfactory probationary period. Examples of such "subsequent proceedings" used throughout the United States in adult offender cases are pardon, expungement, reopening of the case to change the original finding of guilty, or plea of guilty or *nolo contendere*, to not guilty and dismiss the charge; amnesty; setting aside of conviction. Such subsequent proceedings merely recognize rehabilitation, and do not alter the fact that the offender committed the criminal act.

(4) *Adverse juvenile adjudication.*

(a) This term will be construed to mean

that the determination by the judge or a jury in juvenile court proceedings that the juvenile is guilty of, or that he committed, the acts alleged in the petition or complaint, based either on the merits of the case or on the juvenile's admission of guilt, or plea of guilty, and the recording of such determination in the court records—

1. Regardless of whether sentence was then imposed, withheld, or suspended, and

2. Regardless of subsequent proceedings in the same case to delete an initial determination of guilt from court records, based on evidence of rehabilitation or a satisfactory period of probation or supervision. Examples of such "subsequent proceedings" used in juvenile courts in the United States are expungement; record sealing; reopening the case to change the original finding of guilty or delinquency, or the plea of guilty or admission of the truth of the allegations in the petition, to not guilty and dismissal of the original petition; setting aside the adjudication of delinquency. Such subsequent proceedings merely recognize rehabilitation and do not alter the fact that the juvenile committed the act for which he was adjudicated.

(b) The term "adverse juvenile adjudication" includes adjudication as a juvenile delinquent, wayward minor, youthful offender, delinquent child, and juvenile offender, and declaration of the juvenile as a ward of the court. The term does not include the adjudication of a juvenile as "dependent, neglected, or abandoned."

(5) Unconditional suspended sentence and unsupervised unconditional probation. The terms "unconditional suspended sentence" and "unsupervised unconditional probation" are defined as "suspended sentence or probationary statuses imposed by a court that places no conditions upon the individual—

(a) Regarding his freedom of movement;

(b) Requiring the payment of damages (if paid, this requirement is not then a bar to waiver consideration);

(c) Requiring periodic reporting by him to an officer of the court (to include a probation officer); or

(d) Involving supervision by an officer

of the court (to include a probation officer). For example, a sentence suspended on sole condition that the offender must not commit a like offense in the next 12 months would not bar waiver consideration.

b. Only those offenses committed during current period of service and offenses not previously revealed regardless of date of commission require a waiver.

c. Waivers granted to women with civil court convictions for other than juvenile or youthful offenses or minor traffic violations are valid only for immediate enlistment since such women are not eligible for reenlistment after a break in service.

3-9. Orientation of applicants. All applicants who require waivers under the provisions of this section must be specifically counseled on the limitations which may apply to their selection of enlistment options. Waivers granted under the provisions of this section permit enlistment. They do not constitute an exemption from the special requirements which may apply to specific options.

a. An option requiring that the applicant have no record of civil offenses would not be available to an individual requiring a waiver under the provisions of this section.

b. Offenses of the type discussed in this section may be the basis for denial or revocation of security clearance. Consequently applicants interested in training or assignment options which require security clearances must be carefully counseled on this aspect of their selection and specifically informed of the distinct possibility that the option, if selected, may later be voided by the Army for security reasons.

3-10. Required investigations. During reenlistment interviews prescribed by chapter 1, each individual must be specifically queried as to the existence of civil offenses and convictions during the current term of service so that, when appropriate, waiver action may be initiated under the provisions of this section far enough in advance to permit uninterrupted service. A thorough investigation will be made prior to determining eligibility for enlistment of applicants requiring waiver under the provisions of this section. For minor traffic offenses, the in-

vestigation will be as prescribed by the approval authority. For other offenses, the minimum scope of prescribed investigation will be as indicated in this paragraph.

a. Each applicant for Regular Army enlistment is required to complete the DA Form 3286 (Statements For Enlistment) (Part II—Statement of Law Violations and Previous Conditions). The applicant will be informed of the necessity for complete and accurate statements and, that if he denies any such record and it is discovered after enlistment that he has been untruthful, he may be subject to discharge for fraudulent enlistment or trial by court-martial for a violation of Article 83, UCMJ.

b. If the applicant admits such a record, or if he does not admit one and the unit commander has reason to believe such a record does exist, enlistment action will be held in abeyance pending a complete investigation of the facts in the case.

c. If the applicant admits such a record and civil authorities refuse to furnish information regarding offender records, the enlistment will be held in abeyance and the applicant will be advised that the burden of obtaining and furnishing the information is upon him.

d. The investigation will be conducted by the unit commander or an experienced officer designated by the commander. In addition to a review of appropriate personnel records and the results of reenlistment interviews the investigation will include:

- (1) Information concerning the applicant's current character and habits.
- (2) Conduct and efficiency ratings.
- (3) Details regarding the nature of the offense, age at time offense was committed, and sentence imposed.
- (4) Date unconditionally released from civil control.
- (5) Type and duration of current civil restraint, if any.
- (6) The evaluation of the civil court and its probation officers, if any.
- (7) The recommendation of the investigating officer.

e. The reports of investigation of meritorious cases which are recommended for approval by the unit commander will be forwarded to the

appropriate higher commander for final determination.

(1) Each major commander will appoint a board of commissioned officers, at least one of whom will be of field grade, to review all requests for waivers forwarded for his consideration and to make recommendations thereon.

(2) Only those cases considered meritorious by the major commander will be approved or forwarded by him for further consideration, as appropriate.

(3) When the offense involved was an adult felony, the final determination that a case is meritorious and warrants forwarding with a recommendation for approval will be made

personally by the responsible commander at each level. This authority may not be delegated.

f. All information received from judicial authorities and probation officers, all character, police and employment references, or any other documents reflecting upon the character of an applicant are confidential in nature. Their source and contents will be treated accordingly and will not be made available to any person outside military personnel management channels. It is incumbent upon all persons who have access to such information to refrain from divulging the nature or source of any adverse rating to prevent reflections on institutions, officials, or others who have made objective ratings.

Table 3-2. Waiver Approval Authorities—Civil Offenses

Line	Offense	Category of personnel	Waiver authority
1	Minor Traffic Violations (table 2-2A).	a. All women.....	a. GCM Authority.
		b. All men.....	b. GCM Authority.
2	Single Minor Nontraffic Offense (table 2-2B).	a. All women.....	a. GCM Authority.
		b. All men.....	b. GCM Authority.
			c. Authority may be delegated to unit commander.
3	Two or more Minor Nontraffic Offenses (table 2-2B).	a. All women.....	a. Chief of Personnel Operations.*
		b. All men.....	b. Major commander.
4	Other (Not Minor) Misdemeanors (table 2-2-C).	a. All women.....	a. Chief of Personnel Operations.*
		b. All men.....	b. Major commander.
5	Felony Offenses (table 2-2-D).....	a. By all women.....	a. Chief of Personnel Operations.*
		b. By male juveniles.....	b. Major commanders.
		c. By male adults.....	c. Chief of Personnel Operations.
6	Civil Restraint.....	a. All women.....	a. Chief of Personnel Operations.*
		b. All men.....	b. Chief of Personnel Operations.

*With concurrence Director, Women's Army Corps.

CHAPTER 4

ACTION AUTHORIZED TO MEET LENGTH OF SERVICE REQUIREMENTS

Section I. REGULAR ARMY PERSONNEL

4-1. General. Enlisted members of the Regular Army who have insufficient service remaining on current enlistment to satisfy service requirements will be afforded the opportunity, or required, as appropriate to take authorized actions indicated below to provide for continued service. Persons who are selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training will not be authorized discharge and immediate reenlistment if they have the required amount of service remaining or can meet the time remaining requirements by an amendment and/or extension of their current enlistment. If time remaining requirements for these persons cannot be met by maximum amendment and/or extension, a reenlistment period of 3 years is authorized. Regular Army personnel who are reenlistment qualified, to include those granted waivers, may take one or more of the following actions as authorized by this section, to provide for continued service:

a. Elect a discharge for the convenience of the Government for the purpose of immediate reenlistment as provided for in chapter 5, AR 635-200.

b. Amend current enlistment.

c. Extend current enlistment.

d. Sign a statement of intent to reenlist; or

e. Elect any combination of *b*, *c*, and *d* above when appropriate.

4-2. Parental consent. Parental consent is required for a reenlistment, amendment, and/or extension accomplished for men who are under 18 years of age and women who are under 21 years of age at the time. Such consent will be obtained in accordance with chapter 5.

4-3. General considerations governing amendments and extensions. Regular Army members who are permitted to amend and/or extend their term of service must be fully qualified for Regular Army enlistment.

★*a.* Amendments and/or extensions are authorized only for the purposes specified in this section or to retire after scheduled ETS (see AR 635-200), except that the commander having custody of the individual's personnel records may authorize amendment and/or extension for other purposes when he determines it to be in the best interests of the Army.

b. Normally, only one amendment and/or extension will be authorized. The appropriate major commander may authorize a subsequent amendment and/or extension when he deems such action justified, unless the Chief of Personnel Operations must act upon a waiver request before an individual is fully qualified. In such cases, only the Chief of Personnel Operations may authorize a subsequent amendment or extension.

c. Requests for amendments and/or extensions will not be accepted from persons who are transfer processing for separation.

d. Amendments and extensions may be combined provided the total period of the enlistment as amended and extended does not exceed the maximum of 6 years and 11 months.

4-4. Amendments. The maximum enlistment period authorized is 6 years. A qualified member may only amend his current contract if he is serving on an enlistment period of less than 6 years. He may amend his contract to any of the longer periods authorized so long as the current enlistment, as amended, does not exceed the maximum of 6 years. For example, an applicant currently serving on a 3-year enlistment may amend his contract to a 4-, 5-, or 6-year en-

listment. An applicant currently serving on a 6-year enlistment is not eligible for an amendment. Amendments are accomplished as prescribed in chapter 5.

4-5. Extension. The maximum period of extension granted under this section will not exceed 11 months. If subsequent extensions are granted, the combined total of these extensions and all previous extensions of the current enlistment may not exceed 11 months. A qualified member may extend his current contract in periods of 1 through 11 months. Extensions under the provisions of this section are not granted for periods less than an entire month. Extensions are accomplished as prescribed in chapter 5. An individual may voluntarily request cancellation of the extension to his current enlistment when the original condition warranting the extension is nullified by valid reason(s).

a. Provided the period of extension has not commenced, the commander having custody of the individual's personnel records may approve the request for cancellation of extension when he determines this action to be in the best interests of the Army. When approved, the original of the request for cancellation will be forwarded to U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, Ind. 46249, and the duplicate will be filed as permanent material in the "Field File Section" of the individual's DA Form 201. Concurrently with the approval of a cancellation of an extension of enlistment, action will be taken to correct and/or cancel as appropriate, any records, reports, personnel actions, etc., affected by the extension.

b. If the period of extension has commenced, a valid request for cancellation will be forwarded for determination to The Adjutant General, ATTN: AGPO-SS, Department of the Army, Washington, D.C. 20310.

4-6. Statement of intent to reenlist. Regular Army enlisted personnel who are fully qualified for reenlistment under this regulation may sign a Statement of Intent to Reenlist. The Statement of Intent to Reenlist will be completed prior to accomplishment of the pertinent favorable actions indicated.

a. The Statement of Intent to Reenlist

(DA Form 3338) will be prepared in duplicate with both original and duplicate signed by the individual executing the statement and by a commissioned officer as witness thereto. The statement will be attached to amendment or extension oaths, if applicable. When the statement of intent to reenlist is signed and no amendment or extension is required, the original of the Statement of Intent to Reenlist (DA Form 3338) will be forwarded to Commanding Officer, U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, Ind. 46249. The duplicate will be filed as permanent material in the MPRJ.

b. Those enlisted personnel who are eligible for reenlistment under this regulation with a waiver of some disqualifications may, provided a waiver is granted, be authorized to sign a Statement of Intent to Reenlist.

(1) In such cases, notwithstanding the provisions of chapter 3, a waiver may be requested at any time when the individual is required to meet a time in service remaining requirement, e.g., oversea shipment, attendance at a service school, etc.

(2) Waivers granted for this purpose under the provisions of chapter 3 will be filed in the individual's MPRJ. Provided the individual is recommended for reenlistment at that time, the waiver will serve as an instrument to permit his immediate reenlistment at normal ETS if he has maintained a satisfactory record and nothing has occurred between granting of the waiver and the normal ETS to preclude his reenlistment.

4-7. Persons with 4 or less years of service for pay completed. Persons with 4 or less years service for pay completed may extend their enlistment or accept discharge under AR 635-200 and reenlist to meet time remaining requirements when—

a. Applying for a service school or special assignment of choice.

b. Volunteering for an oversea assignment or to complete a normal oversea tour in the area in which serving.

4-8. Persons with over 4 years service for pay completed. Persons who have completed over 4 years service for pay are required to take ap-

appropriate action to meet service remaining requirements in accordance with table 4-1.

a. Persons with more than 4 years service for pay completed who refuse to take appropriate action when required by table 4-1 or do not reenlist immediately (within 24 hours) at the station to which assigned at the time of separation are classified as ineligible to reenlist for a period of 93 days after discharge. The individual's personnel records and separation documents will be coded RE-1A. Such classification may not be subsequently removed without prior approval of the Chief of Personnel Operations, ATTN: EPPAW, Department of the Army, Washington, D.C. 20310.

b. Individuals who refuse to take action when required by table 4-1 will be counseled on the effects of his refusal. A statement to the

effect that the individual has been counseled and refuses to comply with published instructions will be prepared. This statement will include the date, time, and place of counseling, and the name of the counseling officer. The original statement will be forwarded to Commanding Officer, U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, Ind. 46249, and a copy will be filed as permanent material in the "Field File Section" of the individual's DA Form 201. An additional copy of the statement will be prepared and forwarded to the Chief of Personnel Operations, ATTN: EPADS, Department of the Army, Washington, D.C. 20310, for persons in grades E-7, E-8, and E-9 and all other personnel who hold MOS listed as special categories in figure 3-2, AR 600-200.

Table 4-1. Actions Required of Persons With Over 4 Years for Pay Completed to Meet Service Remaining Requirements

Line	Circumstance requiring action	When action will be taken
1	Applying for a service school course of their choice or selected for a special school course with insufficient time remaining to meet service remaining requirements of the course.	Prior to compliance with orders directing movement, or prior to enrollment if no movement is involved.
2	Selected for overseas assignment with insufficient service remaining to complete the prescribed overseas tour, including members of units which are making a unit movement overseas.	Prior to compliance with orders directing movement.
3	Applying for an initial or subsequent assignment to a specialized procurement or assignment program of their choice with insufficient service remaining to meet the selection criteria.	Upon approval of selection for the program for which applying or prior to compliance with orders directing movement, whichever is applicable.
4	Ordered overseas and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned.	Prior to compliance with orders directing movement.
5	Serving in an overseas area and qualified for movement of dependents with insufficient service remaining to complete the prescribed accompanied tour for the area to which assigned.	Prior to being granted approval for noncurrent travel of dependents.
6	Having less than 6 years remaining until completion of 20 years of active Federal service at age 55 or older. Having less than 6 years remaining until attaining age 55 with 20 or more years of active Federal service. Having 18 but less than 20 years active Federal service completed and is a woman who has been granted a waiver for pregnancy or parenthood.	Upon approval for further service or ETS, as appropriate. a. Amendment and/or extension will be used in lieu of reenlistment whenever it is possible for these persons to attain retirement eligibility by these means. b. These persons will be permitted to reenlist or to amend and/or extend only in such a manner as will result in termination of their active service on or as soon as possible after the date on which they meet criteria indicated.

4-9. Entitlements. Eligibility for payment of travel allowance, lump-sum payment of accrued leave and mustering-out payment is governed by the following:

a. Persons who extend their current term of enlistment for periods authorized by this section are entitled to lump-sum payment of accrued leave and mustering-out payment, if oth-

erwise payable. However, payment may not be made until such time as the member completes the period of service originally obligated to serve.

b. Persons who amend their current term of enlistment for periods of a year or more are not entitled to lump-sum payment for accrued leave or mustering-out payment until expira-

tion of the enlistment as amended. However, they will be entitled to reenlistment bonus as outlined in DODPM if the amendment increases the term of service 2 years or more.

c. Travel allowances are payable only upon discharge or separation following completion of the amendment and/or extension.

Section II. ARMY OF THE UNITED STATES AND RESERVE COMPONENTS PERSONNEL

4-10. General. Members of the Army National Guard of the United States (ARNGUS) and the Army Reserve (USAR), currently serving in the Active Army who do not desire separation under the provisions of AR 635-200, for the purpose of immediate enlistment, may voluntarily remain on duty beyond expiration of current active duty tour for monthly periods up to a maximum of 11 months. Members of the Army of the United States without component (inductees) may be released from active duty by reason of expiration term of service and may be voluntarily ordered to active duty as reservists.

a. Extensions of periods of active duty may be authorized for the following reasons:

(1) When determined to be in the best interest of the service.

(2) To meet the minimum service remaining requirement for individuals volunteering and selected for—

(a) Specific programs.

(b) Assignment to specific organizations, or

(c) Attendance at Army service schools.

b. Commanders having custody of personnel records are delegated authority to:

(1) Approve requests for extensions of active duty under the provisions of this section, unless a waiver must be granted by a higher authority than the one authorized to grant extensions. In these cases, the approving authority for the waiver must also approve the extension.

(2) Approve requests for cancellation of extensions, provided the period of extension has not commenced.

4-11. Eligibility. The following categories of personnel may not voluntarily extend their pe-

riods of active duty:

a. Individuals who do not meet the criteria for enlistment in the Regular Army. Waivers may be granted by the Chief of Personnel Operations, ATTN: EPPAW, Washington, D.C. 20310, to otherwise qualified applicants who do not meet the citizenship requirements for Regular Army enlistment.

b. Individuals en route to or at transfer activities for the purpose of release from active duty or discharge.

c. Individuals undergoing investigation under AR 604-10 will not have their period of active duty extended, be reenlisted, or ordered to active duty as reservists under this regulation without specific approval of the Secretary of the Army.

4-12. Submission of requests for additional active duty. Each request for extension of active duty will be submitted sufficiently in advance to accomplish necessary administrative actions prior to commencement of permanent change of station or relief from active duty processing. In the event a security clearance is a prerequisite for the training or assignment for which extension of active duty is requested, at least an interim clearance for access to the category of classified defense information will be granted prior to approval of the extension.

4-13. Applications. Individuals will submit a DA Form 2496 requesting additional active duty and attach thereto the statement indicated in figure 4-1. If the training or duty for which applying is covered by one of the enlistment options authorized in chapter 6 an appropriately modified Part VI—Statements for Enlistment, will be attached to the DA Form 3339-R (fig. 4-1). DA Form 3339-R (Request for Ex-

for reenlistment in the Regular Army. Waivers may be granted by Commanding Officer, U.S. Army Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, MO 63132 to otherwise qualified applicants who do not meet the citizenship requirements for Regular Army reenlistment.

b. Individuals en route to or at transfer activities for the purpose of release from active duty or discharge.

c. Individuals undergoing investigation under AR 604-10. Such individuals will not have their period of active duty extended, be reenlisted, or ordered to active duty as reservists under this regulation without specific approval of the Secretary of the Army.

4-12. **Submission of requests for additional active duty.** Each request for extension of active duty will be submitted sufficiently in

advance to accomplish necessary administrative actions prior to commencement of permanent change of station or relief from active duty processing. In the event a security clearance is a prerequisite for the training or assignment for which extension of active duty is requested, at least an interim clearance for access to the category of classified defense information will be granted prior to approval of the extension.

★4-13. **Applications.** Individuals will submit a DA Form 2496 requesting additional active duty and attach thereto the statement indicated in figure 4-1. If the training or duty for which applying is covered by one of the reenlistment options authorized in chapter 6, an appropriately modified Part VI—Statements for Enlistment, will be attached to the DA Form 3339-R (fig. 4-1). DA Form 3339-R (Request for Ex-

CHAPTER 5

PROCESSING OF APPLICANTS

Section I. GENERAL INFORMATION

5-1. Purpose. The primary purpose of applicant processing is to insure that all persons accepted for Regular Army enlistment possess the required qualifications. Its secondary purpose is to insure the accurate preparation of records and reports which document the applicant's military status and which therefore may be a matter of major importance during the individual's military service, upon his return to civilian life, and even after his death. Information pertaining to the preparation and disposition of appropriate enlistment forms and records is covered in chapter 7. Other appropriate directives prescribe detailed instructions concerning other personnel records.

5-2. Application. A member currently serving in the Active Army who desires to enlist or reenlist in the Regular Army or to amend and/or extend a current Regular Army enlistment will submit to his immediate commander, a Request for Regular Army Enlistment/Reenlistment/Extension and/or Amendment (DA Form 3340). The unit commander will make an appropriate determination as outlined in chapter 1 concerning the individual's desirability for Regular Army service. When the unit commander approves of the request submitted, appropriate processing outlined in this chapter will be accomplished.

Section II. DETERMINATION OF QUALIFICATIONS

5-3. General. Most items of relevant data pertaining to an individual's eligibility for Regular Army service are a matter of record and can be verified from official personnel records. Particular attention, however, will be given to the matters covered in this section.

5-4. Parental consent. The consent of the parent(s) or legal guardian(s) of all men under 18 years of age and all women under 21 years of age at the time of reenlistment, amendment of enlistment, and/or extension of enlistment is required. Consent is required for minor women regardless of their marital status. The oath of enlistment, amendment of enlistment and/or the oath of extension of enlistment will not be administered until the required consent has been obtained. The DD Form 373 (Consent, Declaration of Parent or Legal Guardian) or the consent form, DA Form 2492-R (Consent of Parent(s) or Legal Guardian(s) for Amendment and/or Extension of Enlistment of a

Minor) (fig. 5-1), as appropriate will be used to obtain consent required. The DA Form 2492-R, will be reproduced locally on 8- by 7-inch paper.

a. The DD Form 373 or DA Form 2492-R, as appropriate, will be dispatched to the parent(s) or guardian(s) who consented to the individual's entry into military service originally, as indicated on the DD Form 373.

b. Where such action is not possible for reasons such as death, etc., the form may be dispatched to the surviving parent or present guardian, and the wording of the form modified to fit the circumstances.

c. It will be completed in duplicate and when returned by parent(s) or legal guardian(s) will be attached to the original and duplicate of the oath of enlistment/amendment and/or extension.

5-5. Mental qualifications. Male and female applicants for Regular Army enlistment who do

not meet the mental prerequisites established in chapter 2 and who do not qualify for exception to those standards may be (re)tested with the Army Classification Battery (ACB) under the provisions of AR 600-200 for the purpose of establishing eligibility for Regular Army enlistment. Combat A and Combat B aptitude area scores will not be computed for women.

5-6. Medical qualifications. A medical examination is not required for persons currently serving in the Active Army who are discharged under the provisions of chapter 5, AR 635-200 (Convenience of the Government) for the purpose of immediate enlistment.

5-7. Application for grade determination. A request for grade determination will be submitted for applicants indicated in chapter 2. Requests will be submitted on DA Form 1696-R (Enlistment Qualifying Application (Specially Recruited Personnel) (fig. 5-2)) which will be locally reproduced on 8- by 10½-inch paper. The title will appear on all locally reproduced forms. Supporting documents as appropriate will be attached to the form. Applications from commissioned and warrant officers will be forwarded through the major commander to Chief of Personnel Operations, ATTN: EPPAW, Department of the Army, Washington, D.C. 20310.

a. Those commissioned and warrant officers currently on active duty who intend to enlist or reenlist the day following termination of their current active duty service will submit application for grade determination as soon as possible after receipt of DA notification and at least 45 days prior to release from active duty.

(1) The MOS and pay grade(s) in which the commissioned or warrant officer desires to be evaluated will be entered in the remarks section of DA Form 1696-R and an MOS evaluation will be completed as required by chapter 5, AR 600-200.

(2) Commissioned and warrant officers with prior enlisted service will normally be

eligible to apply for reenlistment in their prior temporary enlisted pay grade or in pay grade E-5, whichever is higher. Commissioned and warrant officers without prior enlisted service may apply for enlistment in pay grade E-5; however, individual qualifications will determine the grade to be awarded.

(3) In exceptional cases, enlistment at a higher grade than previously specified may be authorized by the Department of the Army when the individual possesses significant qualifications required in an enlisted MOS, and when the individual is recommended for such higher grade by the major commander. However, enlistment in pay grade E-8, or E-9 may be recommended only when the individual previously held such grade.

(4) Unit personnel officers will record the MOS evaluation tests (4-character), date tested, and evaluation score(s) attained, as shown on the evaluation data card received from the USAEEC in item 14 of the application prior to forwarding through channels for comment of the commanders.

b. Major commanders will evaluate the individual's qualifications and indicate a recommended grade and MOS. The MOS must be one in which the individual attained an evaluation score of 70 or higher, or an MOS in which the individual could not be evaluated due to non-availability of a test or to lack of sufficient time to permit testing between notice of release from active duty and scheduled date of release.

(1) An individual with prior enlisted service who fails to attain an evaluation score of 70 or higher may be recommended for reenlistment in his permanent grade or in a grade for which he is MOS qualified, whichever is higher.

(2) In making recommendations, the commander will give consideration to the commissioned or warrant officer grade attained, positions held, previous enlisted grades held, training, and potential value to the Army.

Section III. SPECIAL PROCESSING FOR MEMBERS OF RESERVE COMPONENTS OF ARMED FORCES OF THE UNITED STATES

5-8. Policy. The integrity of Troop Program units of the Reserve components on active duty for training under the RFA-55 or REP-63 Pro-

gram will be preserved so far as is practicable. Members of the Reserve components will not be actively solicited to enlist in the Regular Army;

however, all information and assistance will be rendered upon an individual member's request. Enlisted members of the Regular Army are not authorized to hold a Reserve commission or warrant in an Armed Force other than the Army. Applicants for Regular Army enlistment will be advised of this prohibition.

5-9. Application. Applications for enlistment in the Regular Army may be accepted from members of the Reserve components in accordance with the time periods specified below:

a. U.S. Army Reserve. Enlistment may be accomplished at any time, except that reservists on REP-63 training under the RFA-55 or REP-63 Program may not be enlisted prior to completion of ACDUTRA tour.

b. Army National Guard. Enlistment may be accomplished at any time except during the performance of any period of active duty for training.

5-10. Clearance. Enlistment in a regular component has the effect of automatically terminating Reserve status and severing Reserve administrative implications. To insure accurate accounting of Reserve component assets and timely removal from reserve strength, when appropriate, it is essential that Reserve components receive prompt notification of a member's intent to enlist in the Regular Army. This notification is accomplished through use of the DD Form 368 (Request for Discharge or Clearance from Reserve Component).

a. The DD Form 368 will be prepared and dispatched by certified mail as indicated below. The return certified mail receipt will be filed as proof of receipt. Enlistment may be authorized upon return of the approved clearance or after 3 weeks from the date the certified mail is received by the appropriate Reserve addressee, if no reply is received. If an unfavorable reply is received within the 3-week period, the applicant will not be enlisted.

b. For members of units of the U.S. Army Reserve and Army National Guard, the DD Form 368 will be prepared and dispatched to

the member's unit commander. In the case of Army National Guard members, an information copy of the DD Form 368 will be forwarded to the Adjutant General of the appropriate State.

c. For nonunit members of the U.S. Army Reserve, the DD Form 368 is not required and will not be submitted.

5-11. Notification of enlistment. When a member of a Reserve component is enlisted in the Regular Army, the enlisting officer will promptly notify the appropriate agency listed below so that necessary action may be taken to separate the individual or vacate the commission or warrant, as applicable. The quadruplicate copy of the DD Form 4 will be utilized for this purpose. Should it be required that the certificate of discharge from the reserves be forwarded to an address other than that shown in Item 41, DD Form 4, a partially completed DD Form 368 will be prepared and appended to the quadruplicate copy of the DD Form 4 when forwarded. The DD Form 368 will contain the enlistee's name, service number, date of enlistment and a completed paragraph 2.

a. U.S. Army Reserve:

(1) Unit members: Commanding General, (number) U.S. Army within whose area the USAR unit to which the enlistee is assigned is located, or Oversea Command Headquarters having Ready Reserve Personnel Administration Responsibilities.

(2) Nonunit member (includes reservists assigned to the Ready Reserve Mobilization Reinforcement Pool, Standby Reserve and Retired Reserve): Commanding Officer, U.S. Army Administration Center, 9700 Page Boulevard, St. Louis, Mo. 63132.

(3) If the individual is not positive of his Reserve assignment, documents will be forwarded as prescribed in (2) above.

b. Army National Guard: Commanding officer of the unit to which the individual is assigned. Information copy of DD Form 368 and DD Form 4 to the Adjutant General of the appropriate State.

Section IV. ADMINISTRATION OF OATH OF ENLISTMENT AND RELATED MATTERS

5-12. Orientation prior to administration of oath. Prior to administering the oath of en-

listment, amendment and/or extension, the enlisting officer will thoroughly explain the pro-

visions of Article 83, the Uniform Code of Military Justice to the applicant. Its significance with respect to the applicant's answers to questions recorded on enlistment forms will be revealed to the applicant, emphasizing that all statements made by the applicant thereon must be correct.

a. The applicant will be informed that anything against the record which may be a bar to enlistment should be disclosed before the oath is administered.

b. The applicant will also be warned that his fingerprints are on file with the Federal Bureau of Investigation and that should he conceal a criminal record, such record will be discovered later and he will be subject to trial by courts-martial for fraudulent enlistment, or in lieu of trial, he may be given an undesirable discharge.

5-13. Administration of oath of enlistment. The oath of enlistment, amendment, and/or extension will be administered by a commissioned officer. Suitable arrangements will be made to insure that the oath is administered in a dignified manner and in appropriate surroundings. The flag of the United States will be displayed

prominently near the individual administering the oath. The words "So help me God" may be omitted for those persons who desire to affirm rather than to swear to the oath. Subsequent to enlistment, the substances of Articles 85 and 86, the Uniform Code of Military Justice, will be explained to the individual.

5-14. Date of enlistment, antedating enlistments. Except as indicated below, the date of enlistment is the date upon which the oath of enlistment is administered, and it must be shown on the enlistment record above the signature of the officer who administers the oath.

a. No enlistment will be antedated without prior approval of The Adjutant General. When enlistment in the Regular Army of an individual is delayed through no fault of his own, but for the convenience of the Government, and it appears that he has a well-founded claim to have a prior date recorded as the date of enlistment, a full report of all the facts, with recommendations will be made to the Commanding Officer, U.S. Army Personnel Services Support Center, ATTN: AGPO-SS, Fort Benjamin Harrison, Ind. 46249.

b. Under no circumstances will an enlistment be postdated.

CHAPTER 6

ENLISTMENT OPTIONS

Section I. GENERAL

6-1. General. Enlistment options are designed to merge valid Army requirements with the personal desires of individuals. In order that these two purposes may be best served it is necessary to insure that—

a. Persons accepted for specific options possess the prescribed prerequisites so that their ability to meet the performance requirements which will be expected of them by the Army can be more readily assured.

b. Persons applying for specific options are thoroughly oriented on the precise nature of the commitment being made so that they may be aware of the extent to which their personal desires can be satisfied by the option selected.

6-2. Qualifications. All applicants must be fully qualified for enlistment under basic eligibility criteria established elsewhere in this regulation. This chapter prescribes those additional requirements which must be met for the specific option involved.

a. Former members of the Peace Corps who served overseas may not be enlisted for options which would authorize assignment to USASA, any intelligence duties, or to the country in which they served as Peace Corps volunteers. See AR 614-7.

b. An applicant who has been granted a waiver for civil offenses other than minor traffic violations must be informed prior to enlistment that his choice of options is limited to those which do not require a security clearance.

c. Individuals who have been alerted for oversea service either individually or as a unit are eligible only for present duty assignment option (table 6-3); however, qualified applicants who have 4 or less years of service for pay completed may be reenlisted for any option

for which qualified at expiration of term of service (ETS).

d. The selection of an option under this regulation is permitted even if it will result in a second or subsequent permanent change of station during the same fiscal year. See AR 614-6.

★*e.* Individuals with 4 or less years service for pay purposes who were awarded a PMOS which required school training of 20 weeks or more are restricted from reenlisting for further MOS training until they have served in their PMOS for the same period of time required by service remaining requirement in chapter 4, AR 600-200. This restriction does not apply to the following:

(1) If the training acquired in the last school course attended of 20 weeks or more is a prerequisite to further training for which the individual desires to reenlist.

(2) At normal ETS.

(3) When attendance of in-service personnel is permitted in accordance with table 3, DA Cir 611-4, Listing of Overstrength and Shortage Enlisted MOS For Use in Specific Personnel Actions.

(4) Individuals with PMOS 04B or 04C who have completed a utilization tour.

★*f.* The provisions of *e* above apply to individuals who have completed 20 or more weeks of training to include OJT phase in the Skill Development Base Program.

★*g.* Individuals authorized discharge for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate (within 24 hours) enlistment, will be enlisted for a period of service which will expire no earlier than their current ETS plus 8 months.

6-3. Enlistment program at reception stations and during basic combat training. This program permits qualified inductees (AUS) personnel to enlist in the Regular Army for a minimum of 3 years for entry into long-term school training and for Special Forces Training. Implementing instructions will be issued in CONARC regulations. Enlistments under

these programs shall not be counted as reenlistments for the purpose of determining eligibility for a VRB (chap. 10, AR 600-200).

6-4. Reports. Enlistments accomplished under the provisions of this chapter will be reported in accordance with instructions contained in AR 601-285.

Section II. AUTHORIZED OPTIONS

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6-5. Dual option. Qualified applicants enlisting in CONUS for certain options in this chapter are authorized to select an additional option in conjunction with the primary option chosen. In order for a dual option to be fully effective, the requirements for each of the options chosen must be met satisfactorily. Failure to qualify

for one of the options selected does not void the remaining option provided the applicant remains qualified therefor. Persons enlisting for dual options as authorized in table 6-1 will complete DA Form 3286-1 (Statements for Enlistment—Part VI—Dual Option).

Table 6-1. Dual Options

<i>Line</i>	<i>First option</i>	<i>Applicant may select as second option</i>	<i>Notes</i>
1	Army Career Group 11 or 13 --	U.S. Army Europe or Eighth U.S. Army Korea.	1. Temporarily suspended. 2. Second option becomes effective upon completion of training.
2	Army Career Group	Airborne	1. ACG selected must lend itself to utilization in an airborne unit. 2. Second option becomes effective upon completion of ACG training.

Table 6-2. Regular Army Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Regular Army Enlistment Option.
2	DESCRIPTION OF OPTION	Promises assignment to training and/or duty in accordance with the needs of the Army.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
3	AVAILABLE TO -----	All qualified applicants enlisting for periods of 3, 4, 5, 6 years who are not eligible to select another available option. Included in this group are: <ol style="list-style-type: none"> Persons who have completed over 4 years service for pay purposes and who are in the TT&P Status at ETS. Persons who do not meet the prerequisites for selection of any other option.
4	PREREQUISITES -----	Meet basic eligibility criteria prescribed in chapter 2 of this regulation.
5	INFORMATION TO APPLICANTS	Applicants will be informed of the following: <ol style="list-style-type: none"> The provisions of lines 1, 2, 3, and 4 above. Enlistment for this option carries no guarantee or implied promise that the applicant will be assigned to a specific training, duty, or location, notwithstanding any personal qualifications, previous training, job experience, or personal desire which the applicant may possess. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.
6	OPTION PROCESSING PROCEDURES	Normal processing procedures prescribed by chapter 5 of this regulation.
7	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part V—if appropriate (all female applicants). PART VI—for the Regular Army Enlistment Option is DA Form 3286-3.
8	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: <ol style="list-style-type: none"> <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Regular Army Enlistment Option UP table 6-2. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): <ol style="list-style-type: none"> Item 12: Table 6-2. Item 48: Regular Army Enlistment Option.

Table 6-3. Present Duty Assignment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION -----	Present Duty Assignment Option.
2	DESCRIPTION OF OPTION -----	Promises initial assignment after enlistment will be to present duty assignment or to any vacancy for which qualified provided a change of station is not involved in the assignment.
3	AVAILABLE TO -----	Qualified applicants who are permanent party personnel immediately enlisting (within 24 hours) at the station to which assigned at the time of separation for periods of 3, 4, 5, or 6 years regardless of: <ol style="list-style-type: none"> Present component (AUS, USAR, NGUS, or RA). Grade. Amount of service completed. Quotas authorized TD or TOE vacancies. Whether their MOS is contained on current MOS surplus lists.
4	PREREQUISITES -----	Meet basic eligibility criteria prescribed in chapter 2.
5	INFORMATION TO APPLICANTS	Applicants will be informed of the following: <ol style="list-style-type: none"> The provisions of lines 1, 2, 3, and 4 above. Enlistments under this option are for initial assignment to the applicants present duty assignment or to any other vacancy under the jurisdiction of the same major commander for which the individual is qualified and accepted provided assignment to such vacancy does not involve a permanent change of station. Persons who will be surplus to grade and MOS requirements upon enlistment for this option may be reassigned at any time subsequent to enlistment.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<p>d. Enlistment for this option carries no guarantee or implied promise that any specific portion of the enlistment period will be served in the assignment for which enlisted.</p> <p>e. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Re-enlistment Bonus.</p> <p>★f. Rescinded.</p>
6	OPTION PROCESSING PROCEDURES	Normal processing procedures prescribed by chapter 5.
7	STATEMENTS FOR ENLISTMENT REQUIRED	<p>Parts I, II, IV, & VI—all applicants.</p> <p>Part V—if appropriate (all female applicants).</p> <p>Part VI—for the Present Duty Assignment Option is DA Form 3286-22.</p>
8	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p>a. <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Present Duty Assignment Option UP table 6-3. If initial assignment is to other than present duty specify unit for which enlisted.</p> <p>b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States):</p> <p>(1) Item 12: table 6-3.</p> <p>(2) Item 48: "Present Duty Assignment" or if other than present duty assignment, specify unit for which enlisted, for example, "HQ CO U.S.A. (2A-2101)."</p>

Table 6-4. Army Career Group Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION -----	Army Career Group Enlistment Option.
2	DESCRIPTION OF OPTION -	Promises initial assignment to schooling or on-the-job training in one of the 3-character Military Occupational Specifications (MOS) embraced by the 2-character Army Career Group for which enlisted.
3	AVAILABLE TO -----	<p>Qualified applicants enlisting for 3, 4, 5, or 6 year periods who:</p> <p>a. Are eligible for appointment to pay grade E-4 or below upon enlistment, and</p> <p>b. Have 4 or less years service for pay completed in any of the Armed Forces, or</p> <p>c. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or</p> <p>d. Are first termers who:</p> <p>(1) Have completed at least 8 months of active Federal service on current term of service as UAS inductees without prior Regular Army service, or</p> <p>(2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or</p> <p>★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service.</p>
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>Applicant must:</p> <p>a. Meet the minimum medical fitness standards required for the Army Career Group selected unless the applicant is eligible under the provisions of AR 611-201 (Enlisted Military Occupational Specialties) for the Army Career Group selected by reason of the previous award of, and satisfactory performance in, an MOS within</p>

Line	Item	Comment
		the same Army Career Group. Special medical fitness requirements for the initial classification and training of personnel in Army Career Groups are contained in section II, AR 611-201.
		b. Possess a standard score of 100 or higher in the aptitude area pertinent to the Army Career Group for which applying and standard scores of 90 or higher in at least two additional aptitude areas.
		c. Meet any additional prerequisites prescribed by AR 611-201 or other directives for the Army Career Group for which applying. The special requirements for the Army Career Group Option included in table 6-4A, are provided to assist in determining the applicant's eligibility. This listing is not all-inclusive and the specific Army Career Group selected must be checked out in the manner described in Option Processing Procedures, line 7, this table.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must satisfy any special requirements for the Army Career Group which cannot be determined prior to his enlistment by the activity effecting his enlistment for this option.
6	INFORMATION TO APPLICANTS	Applicants will: <ul style="list-style-type: none"> a. Be informed of the provisions of lines 1 through 5 above. b. Be required to review the mental, medical, and special requirements of the ACG which are presented in section II, AR 611-201. c. Read the MOS descriptions, with special attention to the duties, physical, mental, and special requirement sections, of every MOS embraced by the Army Career Group for which applying. d. Read the description and prerequisites for attendance at formal training courses prescribed in DA Pam 350-10 (U.S. Army Formal Schools Catalog) for all MOS embraced by the ACG for which applying. e. Be informed of the MOS within the ACG for which he does not appear to be qualified on the basis of preenlistment processing. f. Be informed of all the prerequisites required for the ACG which cannot be determined prior to enlistment. g. Be informed that should he fail to meet any of these prerequisites after enlistment, he will be reassigned in accordance with the needs of the Army and will not be offered another enlistment choice. h. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<ul style="list-style-type: none"> a. Normal processing procedures except as modified by the provisions of this table. b. Special counseling procedures for this option. <ul style="list-style-type: none"> (1) Although the applicant receives no single assurance of either school or on-the-job training prior to enlistment, he must be informed of his eligibility for school or on-the-job training in the MOS of the ACG so far as it can be determined before his enlistment, and he must be made aware of those applicable prerequisites which must be determined after enlistment. (2) The conduct of counseling of this scope requires a familiarity with, and reference to, all applicable regulations. Those most frequently needed are listed in table 6-4A. This list is not all inclusive and additional references, as appropriate, should be used. (3) Although the applicant is required by line 6 above, to read and review certain directives, he should be questioned and specifically counseled on significant aspects of the directives he has read to insure his comprehension of pertinent facts. c. Rescinded.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		d. Persons in CONUS who enlist for this option will be reported to the Office of Personnel Operations for assignment instructions in accordance with the provisions of AR 614-205.
8	SPECIAL PROCESSING FOR OVERSEA COMMANDS	Persons authorized enlistment for this option while serving in an oversea command are governed by the following: a. Applicant must select an Army Career Group for which the oversea command has a training capability and in which a vacancy for assignment exists within the command. ★b. Rescinded.
9	STATEMENTS FOR ENLISTMENTS	c. Enlistment commitments are considered fulfilled upon the individual's departure from the oversea command. Parts I, II, IV, and VI—all applicants. Part V—if appropriate (all female applicants). Part VI—for the Army Career Group Option is DA Form 3286-5.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: a. <i>Orders</i> : Enlistment orders will specify applicant is an enlistee for the Army Career Group Option, ACG ----- UP table 6-4. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): (1) Item 12: table 6-4. (2) Item 48: Army Career Group (2-digit), (Title).

6-6. Special processing requirements for the Army career group enlistment option. Information presented in table 6-4A is provided to assist in the counseling of applicants for the Army Career Group Option. Although this table will be updated periodically as new requirements develop, it is not, nor should it be

regarded, as all-inclusive of the counseling requirements for this option. Those responsible for determining the eligibility of applicants for this option must refer to other pertinent directives as indicated necessary by the applicant's qualifications and questions, and the Army Career Group for which applying.

★Table 6-4A. Special Requirements for the Army Career Group Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
A	MOST FREQUENTLY USED REFERENCES	<ol style="list-style-type: none"> 1. AR 40-501—Standards of Medical Fitness. 2. AR 50-3—Personnel Security Standards for Nuclear Capable Organizations and Activities. 3. AR 190-5—Motor Vehicle Traffic Supervision. 4. AR 195-11—Accreditation of Military Police Criminal Investigators. 5. DA Pam 350-10—U.S. Army Formal Schools Catalog. 6. AR 381-130—Counterintelligence Investigations Supervision and Control. 7. AR 600-200—Enlisted Personnel Management System. 8. AR 600-205—Enlisted Intelligence Career Development Program. 9. AR 601-210—Regular Army Enlistment Program. 10. AR 601-280—Army Reenlistment Program. 11. DA Pam 601-3—Processing Guide—Applicants for Special Intelligence, Army Career Group 97 (Controlled Intelligence MOS). 12. AR 604-5—Clearance of Personnel for Access to Classified Defense Information and Material. 13. AR 604-10—Military Personnel Security Clearance. 14. AR 604-20—Security Requirements for Personnel Information and Education Activities. 15. AR 611-7—Selection and Processing of Volunteers for Airborne Training and Assignment. 16. AR 611-15—Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Weapons Positions.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		17. AR 614-40—Assignments in Controlled Intelligence MOS.
		18. AR 611-201—Manual of Enlisted Military Occupational Specialties.
		19. AR 614-7—Assignment of Former Peace Corps Members.
B	ACG 11—INFANTRY— ARMOR	1. Normal color perception must be determined by pseudoisochromatic plates. 2. Persons enlisting for ACG 11 may be given the choice of Infantry or Armor. a. If Infantry is chosen, the qualifying aptitude area is IN or COA. b. If Armor is chosen, the qualifying aptitude area is AE or COB. c. Entries in Item 48, DD Form 4, will be as follows: (1) No preference: Army Career Group 11—Infantry-Armor. (2) Preference Infantry: Army Career Group 11—Infantry. (3) Preference Armor: Army Career Group 11—Armor.
C	ACG 12—COMBAT ENGINEERING	Normal color perception must be determined by pseudoisochromatic plates.
D	ACG 13—FIELD CANNON AND ROCKET ARTILLERY	1. Requires a score of 90 or higher on the Motor Vehicle Driver Selection Battery I. 2. Progression beyond the basic level in this career group requires clearance for access to SECRET information in accordance with AR 604-5.
E	ACG 15—FIELD ARTILLERY MISSILES	1. Must be native born United States citizen. 2. Must qualify for security clearance.
F	ACG 16—AIR DEFENSE MISSILES	1. Must be native born United States citizen. 2. Must qualify for security clearance.
G	ACG 21—BALLISTIC MIS- SILE ELECTRONIC MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special screening provisions of AR 611-15 apply to some MOS within the ACG. 4. Special educational requirements apply.
H	ACG 22—GUIDED MISSILE ELECTRONIC MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Progression beyond basic level in this ACG requires security clearance. 4. Special screening provisions of AR 611-15 apply to some MOS of this ACG.
I	ACG 23J—MISSILE FIRE CONTROL ELECTRONIC MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special educational requirements apply.
J	ACG 25—FIRE DISTRI- BUTION SYSTEM REPAIR	1. Must qualify for security clearance. 2. Special educational requirements apply.
K	ACG 26—RADAR AND MICROWAVE MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special educational requirements apply.
L	ACG 31—FIELD COMMUNI- CATIONS EQUIPMENT MAINTENANCE	1. Must be a United States citizen. 2. Persons with a history of juvenile delinquency or criminal tendency indicated by civil offenses other than minor traffic violation or other minor offenses for which no civil restraint exists are ineligible.
M	ACG 32—FIXED PLANT COMMUNICATIONS EQUIPMENT MAINTENANCE	1. Must qualify for security clearance. 2. Must meet prerequisites of DA Pam 350-10. 3. Special educational requirements apply.
N	ACG 33—INTERCEPT EQUIPMENT MAINTENANCE	1. Must qualify for security clearance. 2. Must meet prerequisites of DA Pam 350-10.
O	ACG 34—DATA PROCESS- ING EQUIPMENT MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply.
P	ACG 35—ELECTRICAL/ ELECTRONIC DEVICES MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Security clearance required for some MOS of ACG. 3. Special educational requirements apply for some MOS in this ACG.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
Q	ACG 41—PRECISION DEVICES	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness requirements apply (see AR 611-201).
R	ACG 42—PROSTHETIC APPLIANCES	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply (see AR 611-201).
S	ACG 43—TEXTILE LEATHER REPAIR	Must meet prerequisites of DA Pam 350-10.
T	ACG 44—METALWORKING	Must meet prerequisites of DA Pam 350-10.
U	ACG 45—ARMAMENT MAINTENANCE	Must meet prerequisites of DA Pam 350-10.
V	ACG 46—MISSILE MECHANICAL MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Must qualify for security clearance.
W	ACG 52—POWER PRODUCTION AND DISTRIBUTION	Must meet prerequisites of DA Pam 350-10.
X	ACG 53—INDUSTRIAL GAS PRODUCTION	Must meet prerequisites of DA Pam 350-10.
Y	ACG 55—AMMUNITION ---	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness standards apply (see AR 611-201). 3. Must qualify for security clearance.
Z	ACG 56—SUPPLY HANDLING	Must meet prerequisites of DA Pam 350-10.
AA	ACG 57—GENERAL DUTY	Must meet prerequisites of DA Pam 350-10.
BB	ACG 61—MARINE OPERATIONS	Must meet prerequisites of DA Pam 350-10.
CC	ACG 62—ENGINEER HEAVY EQUIPMENT OPERATION AND MAINTENANCE	Requires score of 90 or higher on the Motor Vehicle Driver Selection Battery I.
DD	ACG 62—AUTOMOTIVE MAINTENANCE	1. Requires score of 90 or higher on the Motor vehicle Driver Selection- Battery I. 2. Must qualify for appropriate-military motor vehicle operator's permit.
EE	ACG 64—MOTOR TRANSPORT	1. Requires score of 90 or higher on the Motor Vehicle Driver Battery I. 2. Must possess valid State driver's license. 3. Must qualify for appropriate military motor vehicle operator's permit.
FF	ACG 66—RAILWAY OPERATIONS	Must meet prerequisites of DA Pam 350-10.
GG	ACG 68—AIRCRAFT COMPONENTS REPAIR	Must meet prerequisites of DA Pam 350-10.
HH	ACG 72—COMMUNICATIONS CENTER OPERATIONS	Must qualify for security clearance for some MOS in this ACG.
II	ACG 74—DATA PROCESSING	Must meet prerequisites of DA Pam 350-10.
JJ	ACG 81—DRAFTING CARTOGRAPHY	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply.
KK	ACG 82—SURVEYING ----	Special educational requirements apply.
LL	ACG 83—PRINTING -----	Must meet prerequisites of DA Pam 350-10.
MM	ACG 84—PICTORIAL -----	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness requirements apply (see AR 611-201).
NN	ACG 92—LABORATORY PROCEDURES	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply.
OO	ACG 93—TECHNICAL EQUIPMENT OPERATION	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply (see AR 611-201). 3. Special medical fitness requirements apply.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
PP	ACG 95—LAW ENFORCEMENT	<ol style="list-style-type: none"> 1. Requires score of 90 or higher on the Motor Vehicle Driver Selection Battery I. 2. Special requirements of AR 611-201. 3. No record of civil offenses other than minor minor traffic violations as defined in AR 190-5 which warrant assessment of six points or less.
QQ	ACG 96—GENERAL INTELLIGENCE	<ol style="list-style-type: none"> 1. Must meet prerequisites of DA Pam 350-10. 2. Must not be a former Peace Corps member. 3. Must qualify for security clearance.
RR	ACG 97—SPECIAL INTELLIGENCE	<ol style="list-style-type: none"> 1. Must be 21 years of age or older. 2. Must not be a former Peace Corps member. 3. Must be qualified for SECRET security clearance. 4. Must be processed as prescribed in table 6-11.
SS	ACG 98—SIGNAL INTELLIGENCE	<ol style="list-style-type: none"> 1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance.
TT	ACG 05—RADIO CODE ---	<ol style="list-style-type: none"> 1. Must be a United States citizen. 2. Must not have history of juvenile delinquency or criminal tendency as indicated by civil offenses other than minor traffic violations or other minor offenses for which no civil restraint exists. 3. Must qualify for security clearance.

Table 6-5. In-Service MOS Producing Army Service School Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION -----	In-Service MOS Producing Army Service School Enlistment Option (DA Form 3286-23).
2	DESCRIPTION OF OPTION-	Promises attendance at the specific MOS Producing Army Service School course of choice, provided prescribed prerequisites are met.
3	AVAILABLE TO -----	<p>Male and female applicants enlisting for 4, 5, or 6 year periods who:</p> <ol style="list-style-type: none"> a. Are eligible for appointment to pay grade E-6 or below upon enlistment, <i>and</i> b. Have 4 or less years for pay completed in any of the Armed Forces, <i>or</i> c. Have over 4 years service for pay completed and less than 7 years active Federal service completed provided they: <ol style="list-style-type: none"> (1) Are eligible for appointment to pay grade E-5 or below upon enlistment, <i>and</i> (2) Hold a PMOS that is listed as overage in current DA Cir 611-4, <i>and</i> (3) Enlist for a course which trains for an MOS listed as shortage in current DA Cir 611-4, <i>or</i> d. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, <i>or</i> e. Are first termers who: <ol style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, <i>or</i> (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, <i>or</i> ★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service.
4	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<p>Applicant must:</p> <ol style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Not be a Regular Army member with over 4-years service for pay who is being separated upon return from an incomplete over-sea tour. c. Not require a waiver for overage, mental prerequisites, or any of the disqualifications listed in table 2-2.

Line	Item	Comment
		<ul style="list-style-type: none"> d. Possess a physical profile equal to or higher than (in every factor) the highest physical profile contained in AR 611-201 for the MOS for which desired school course trains. e. Meet, without exception, the prerequisites prescribed in DA Pam 350-10 for attendance at the school course of choice. f. Select a course from among those listed in the current DA Cir 350-series (Advanced Individual Training Schedule, MOS Training FY ----) which: <ul style="list-style-type: none"> (1) Requires no special processing for application (e.g., OCS, Army Language Training Courses, WO Flight Training, etc.) (2) Is not conducted in U.S. Army Training Centers as Advanced Individual Training (e.g., MOS training conducted at the U.S. Army Training Center, Engineer, Fort Leonard Wood, Mo., and U.S. Army Signal Corps Training Center, Fort Gordon, Ga.). g. Be entitled to a pay grade that is not higher than that authorized in AR 611-201 for the 3-character MOS for which the school course trains. h. If eligible for appointment in pay grade E-6 upon enlistment: <ul style="list-style-type: none"> (1) Possess a PMOS that is listed as surplus in the current DA Cir 611-4, or (2) Request a course which provides advanced training for career development in currently held 3-character PMOS, provided that MOS is not included as surplus for pay grade E-7. These applicants may not request training within their current MOS except at a higher skill level than that currently held. i. If an NCO applying for a course in which his NCO grade is not authorized, sign a statement prior to enlistment agreeing to accept specialist status upon successful completion of school course. j. Possess security clearance, if required, prior to arrival at the service school. k. Meet any other special requirements for the school course selected.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Retain qualification for course selected and qualify for continued enrollment.
6	INFORMATION TO APPLICANTS	<p>Applicant will be:</p> <ul style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedure for enlisting for this option. c. Oriented on the school courses in which interested to include an explanation and discussion of course purpose, scope, and prerequisites as outlined in DA Pam 350-10 and a review of the MOS description (AR 611-201) for which the course trains. d. Advised to indicate 2d and 3d choice school courses in the event course quotas are not available for first choice. e. Assisted in selecting alternate courses, when appropriate. f. Advised that if relieved from the school course for academic deficiency, disciplinary reasons, or failure to retain required security clearance, he will be reassigned in accordance with the needs of the Army and be required to complete the term for which he enlisted. g. Informed that if the school course selected is discontinued before he attends or while he is in attendance, or if he is later medically disqualified for the course selected, he will be provided the opportunity to select another course for which qualified and for which quotas are available. h. Informed that he must enlist for a period which will satisfy service remaining prerequisites upon successful completion of the course or he will be required to amend and/or extend his period of service (if authorized by this regulation) in order to qualify for the school course selected. i. Informed that if he is on oversea levy, he will not be removed from the levy as a result of enlistment for this option. Completion of the full oversea tour for which levied is required prior to this option becoming effective. Such persons are required to reconfirm their option choice in accordance with the instructions contained in line 10 below. j. Informed that upon successful completion of the school course, he will be assigned in accordance with the needs of the Army and no promise can be made concerning the specific job or station to which he will be assigned.

Line

Item

Comment

- k. Be informed that individuals selecting an option for retraining which, upon successful completion, will result in redesignation of PMOS (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.

7 OPTION PROCESSING PROCEDURES

Normal processing procedures except as modified by the provisions of this table.

a. *Application and Interview:*

- (1) Individuals desiring to enlist for this option will prepare and submit an application on DA Form 2496 (Disposition Form) in accordance with the instructions contained in AR 350-22. Applicant will indicate in order of preference the 3 school courses which will be acceptable to him.
- (2) The career counselor will review the application with any relevant documents and interview the applicant to establish eligibility for enlistment for this option.
- (3) The career counselor will insure that the applicant is eligible for each of the course choices indicated, that the applicant is aware of the general nature of the training to be received, and that the applicant is aware of the provisions of line 6 above.

b. *Obtaining school course quotas in CONUS* (See lines 8, 9, and 10 for instructions pertaining to oversea commands):

(1) *When:*

- (a) For persons who do not desire separation prior to ETS, quotas will be requested not more than 120 days, and whenever possible, not less than 90 days prior to ETS date. Quotas will be approved when available, for a class with a reporting date not more than 120 days from date of request.
- (b) For other persons, quotas will be requested as required. Quotas will be approved, when available, for a class with a reporting date such that the entire period of time between date of enlistment and reporting date to class is spent in a reenlistment leave and/or travel status.

(2) *How:*

- (a) Requests for school course quotas under this option will be made by telephone in CONUS.
- (b) Commercial collect calls for school quotas may be made between 1000 and 1600 hours (Eastern Standard or Eastern Daylight Time, as appropriate), Monday through Friday, to Area Code 202, OX 57275. However, leased circuits will be used to the maximum extent.
- (c) Commercial collect telephone calls will be made only when the individual has indicated by his application that he will reenlist provided his desired school quota authorization can be obtained. One call will suffice in cases where the applicant has indicated a choice of any 3 school courses in order of preference.
- (d) Limitations on the use of commercial collect telephones are as follows:
 1. Installations where troop strength is more than 5,000: one collect telephone call per day.
 2. Installations where troop strength is less than 5,000: one collect telephone call per calendar week.
 3. AUTOVON (Automatic Voice Network). These lines will be used to maximum extent without the limitations set forth above.

(3) *What:*

- (a) In his request for quota, the career counselor will report the following personnel data:
 1. Grade.
 2. PMOS.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		3. BPED.
		4. BASD.
		5. ETS.
		6. School Course Choices.
		7. Name.
		8. Service Number.
		9. Physical Profile.
		10. Appropriate Aptitude Area Score.
		11. Security Clearance.
		12. Reenlistment Date.
		13. Reenlistment Leave (Amount).
	(b)	When authorization to enlist for this option is granted, the career counselor will be certain that he has obtained the following information.
		1. School Quota Control Number (SQN).
		2. Course Number and Title for which authorization is granted.
		3. Class reporting date.
		4. Name of the individual at OPO who authorized quota and the date authorization was granted.
	c.	<i>Effecting Enlistments:</i> Enlistments will be accomplished and all required personnel records prepared prior to the individual's departure for the Army service school. Personnel records will be transmitted in accordance with AR 640-10.
	d.	<i>Failure to Enlist:</i>
		(1) Should an applicant for this option fail to enlist for the authorized course, the Office of Personnel Operations (OX 57275) will be notified immediately of declination.
		(2) Notification will include the individual's name, school title and number, and class reporting date.
8	SPECIAL PROCESSING INSTRUCTIONS FOR OVERSEA COMMANDS	a. Processing requirements for this option in oversea commands are the same as those within CONUS except as modified by this line and lines 9 and 10 below.
		b. Applications for school course quotas will be submitted on DA Form 2496 with the information required by line 7b(3)(a) with exception of line 7b(3)(a) 13, to Chief of Personnel Operations, ATTN: EPRDS, Department of the Army, Washington, D.C. 20310. The following information will be submitted:
		(1) Current tour is in long or short tour area.
		(2) Current rotation date and ETA CONUS.
		(3) Amount of Leave desired upon return to CONUS.
	c.	Because prescribed schedules for processing oversea applicants for this option frequently require deferment of the option's effective date for a considerable period beyond date of enlistment, the chances of administrative error and/or broken commitments are greater than were the option to become effective immediately upon enlistment. Special care and specific controls are required to insure, to the maximum extent, that such errors do not occur.
		(1) The unit to which an individual is assigned at the time of submission of his option choice is responsible for insuring compliance with the enlistment commitment.
		(2) In those cases where confirmation of a course choice is required, a suspense system which will insure timely submission of request for confirmation is a necessity.
		(3) In those cases where a change in the individual's status (e.g., promotion, reduction, change of PMOS or loss of security clearance) subsequent to his reenlistment affects his eligibility for enrollment in the course selected, the individual must be advised of this and assisted in the selection of additional choices for which qualified on a timely basis to insure compliance with prescribed schedules.

Line	Item	Comments
9	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>d. Enlistments will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the oversea command. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p> <p>First termers indicated on lines 3e(1), (2), and (3) of this table who are enlisted for the MOS Producing Army Service School option while serving in an oversea command will be governed by the following:</p> <p>a. Minimum enlistment period required is 4 years provided this term is equal to or greater than the term of service on which currently serving.</p> <p>b. Enlistment for this option entails mandatory return to CONUS if 5/6 of the prescribed oversea tour has been completed, or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first. (Applicant receives credit for a completed oversea tour.)</p> <p>c. Individuals will submit required application not earlier than 4 nor later than 1 month prior to proposed enlistment date.</p> <p>(1) Provided requirements preclude entry into course selected, the individual will submit additional choices until a firm school commitment is obtained.</p> <p>(2) If applicable, this option will be reconfirmed not earlier than 6 months or later than 3 months prior to scheduled departure from the oversea command.</p>
10	SPECIAL PROCEDURES FOR OTHER THAN FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>a. Those persons serving in oversea commands with more than 4 years service for pay and less than 7 years active Federal service who are authorized to enlist for this option must:</p> <p>(1) Complete the prescribed tour for the area in which serving before the option becomes effective.</p> <p>(2) Submit application indicating school choices not earlier than 4 nor later than 1 month prior to proposed enlistment date.</p> <p>(a) Provided requirements at time of submission of application do not permit entry into either of the 3 choices indicated, the applicant will submit additional choices until an acceptable commitment has been obtained.</p> <p>(b) If applicable, this option will be reconfirmed not earlier than 6 months nor later than 3 months prior to scheduled departure date from the oversea command.</p> <p>(3) Enlist for a sufficient number of years to satisfy service remaining prerequisite for the course selected. Should the individual fail to meet the course service-time-remaining prerequisite upon completion of his oversea tour, the only authorized procedure for qualifying for school enrollment is through amendment and/or extension (if authorized) since further reenlistment action is not authorized under this option.</p> <p>b. Those persons serving in oversea commands with less than 4 years service for pay completed who are not first termers as defined in lines 3e(1), (2), and (3) above, and who desire enlistment for this option must:</p> <p>(1) Submit application indicating school courses of choice not earlier than 6 nor later than 3 months prior to scheduled departure date from the oversea command.</p> <p>(2) Provided requirements at time of submission of application do not permit entry into either of the 3 choices indicated, the applicant will submit additional choices until a firm school commitment has been obtained.</p>
11	STATEMENTS FOR ENLISTMENT REQUIRED	<p>Parts I, II, IV, & VI—all applicants.</p> <p>Part V—if applicable (all female applicants).</p> <p>Part VI—for the In-Service MOS Producing Army Service School Enlistment Option under the provisions of this regulation is DA Form 3286-23.</p>
12	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p>a. <i>Orders:</i> Enlistment orders will specify applicant is an enlistee for the MOS Producing Army Service School Enlistment Option UP table 6-5, and, will include the following additional information:</p>

- | <i>Line</i> | <i>Item</i> | <i>Comment</i> |
|-------------|-------------|--|
| | (1) | For those who are enlisted with a firm school commitment: <ul style="list-style-type: none"> (a) Course number and title. (b) Class reporting date. (c) School Quota Control Number (SQN). (d) Reporting date to school (same as class reporting date). |
| | (2) | For those who are enlisted with a school commitment which requires confirmation: <ul style="list-style-type: none"> (a) Information indicated in (1) above, and (b) The following statement "Confirmation of school course commitment must be requested from Chief of Personnel Operations, ATTN: EPRDS, Department of the Army (OXford 5-7275) not earlier than (date) or later than (date)." |
| | (3) | Orders will assign enlistees to the student detachment of the appropriate Army service school as follows: <ul style="list-style-type: none"> (a) Those enlisted for attendance at school courses of 20 or more weeks duration will be assigned to the school in a PCS status. (b) Those enlisted for attendance at school courses of less than 20 weeks duration will be assigned to the school in a TDPFO-PCS status as prescribed in appendix I, AR 310-10. |
| | b. | <i>DD Form 4: (Enlistment Contract—Armed Forces of the United States):</i> |
| | (1) | For those who are enlisted with a firm school course commitment enter: <ul style="list-style-type: none"> (a) Item 12: Table 6-5. (b) Item 48: MOS Producing Army Service School Option for (Course title)(course number). (c) Item 56: Ref Item 48: Class quota authorized by SQN (number) per (DA instrument of authorization). |
| | (2) | For those who are enlisted with a school commitment which requires confirmation, enter: <ul style="list-style-type: none"> (a) Item 12: Table 6-5. (b) Item 48: MOS Producing Army Service School Option for (course title) (course number). See Item 56. (c) Item 56: Ref Item 48: "Tentative class quota authorized per (DA instrument of authorization). This school commitment must be confirmed not earlier than (date) or later than (date) and the enlistee may be required to choose an alternate course depending upon availability and changes in his qualifications, grade, or MOS which affect his eligibility for enrollment in the course shown in Item 48." Enlistee will initial this remark. |

Table 6-6. Oversea Area Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	Oversea Area Enlistment Option (DA Form 3286-8).
2	DESCRIPTION OF OPTION....	Promises to qualified applicants, initial duty assignment to the oversea area of choice from among those listed in AR 614-30.
★3	AVAILABLE TO.....	Male and female applicants enlisting for 4, 5, or 6 year periods (3 years authorized for oversea areas identified as short tour areas in AR 614-30) who are eligible for appointment to pay grade E-6 or below upon enlistment regardless of the number of years service completed.

Line	Item	Comment
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>Applicant must:</p> <ul style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Qualify as a volunteer for oversea service under the provisions of AR 614-30. c. Not be a Regular Army member with over 4 years service for pay who is being separated upon return from an incomplete oversea tour. d. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. e. Be qualified in a PMOS for which an oversea requirement exists. f. Have no assignment limitation which would preclude assignment to the oversea area selected to include citizenship status UP paragraph 3-6, AR 600-200.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must retain qualifications for assignment to the oversea area for which enlisted.
6	INFORMATION TO APPLICANTS	<p>Applicant will be:</p> <ul style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedures for enlisting for this option. c. Informed of the provisions of AR 614-30. d. Advised that a valid requirement must exist for his MOS and grade in the desired oversea area. e. Informed that his option guarantees only initial assignment to the oversea area of choice and that no assurance concerning the duration of this initial assignment can be made. f. Informed of the provisions of line 7 below, with respect to the actions required to obtain authorization for concurrent travel of dependents, if applicable, and/or Port Call instructions. g. Informed that if he is currently serving on an oversea tour he must meet service-in-the-command requirements as indicated on lines 8, 9, and 10 below. h. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <ul style="list-style-type: none"> a. <i>Application and Determination of Eligibility.</i> <ul style="list-style-type: none"> (1) Applicants desiring to enlist for this option will submit application on DA Form 2496 (Disposition Form) as indicated in AR 614-30 and including information required by AR 614-205 and the following: <ul style="list-style-type: none"> (a) Additional awarded MOS. (b) Desired assignment (3 choices in order of preference). (c) Oversea area from which last returned, date of return, and number of months service, if applicable. (d) Applicant's eligibility for concurrent travel of dependents and whether or not he desires to request concurrent or nonconcurrent or travel of dependents. (e) Physical profile code. (2) The Army Career Counselor will review application, verify ETS or desired enlistment date, determine applicant's POR qualifications (AR 612-35) and orient the applicant on requirements for concurrent travel (see AR 55-46). b. <i>Obtaining Assignment Instructions</i> (see lines 8, 9, and 10 for special instructions pertaining to oversea commands): <ul style="list-style-type: none"> (1) <i>When:</i> Request will be made not earlier than 30 days prior to anticipated date of enlistment.

Line

Item

Comment

- (2) *How:*
- (a) Requests for assignment instructions under this option will be made by telephone in CONUS.
 - (b) Commercial collect calls may be made between 1000 and 1600 hours (Eastern Standard or Eastern Daylight Time, as appropriate), Monday through Friday, to Area Code 202, OXford 57291. However, leased circuits will be used to the maximum extent.
 - (c) Commercial collect telephone calls will be made only when the individual has indicated by his application that he will reenlist provided his desired assignment can be obtained. One call will suffice in cases where the applicant has indicated a choice of 3 oversea areas in order of preference.
 - (d) Limitations on the use of commercial collect telephone calls are as follows:
 1. Installations where troop strength is more than 5,000: one collect telephone call per day.
 2. Installations where troop strength is less than 5,000: one collect telephone call per calendar week.
 3. AUTOVON (Automatic Voice Network). These lines will be used to maximum extent without the limitations set forth above.
- (3) *What:*
- (a) In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-205 and line 7a above.
 - (b) When authorization to enlist for this option is granted, the career counselor will be certain that he has obtained the following information:
 1. Assignment Control Number (ACN). This number will be used in enlistment orders and recorded on DD Form 4 as prescribed by line 12 below.
 2. Oversea organization and station for which enlistment is authorized.
 3. Name of individual in OPO approving request and date of approval.
- c. *Processing Required for Oversea Movement.* The unit to which the individual is assigned at time of enlistment for this option is responsible for the following:
- (1) Preparation and transmission of personnel records in accordance with AR 640-10.
 - (2) POR qualification of the individual under the provisions of AR 612-35.
 - (3) Informing persons with dependents of the provisions of AR 55-46.
 - (4) Processing persons who are not eligible for or who do not desire to request concurrent travel of dependents as follows:
 - (a) Port call instructions will be requested in accordance with chapter 3, AR 55-28.
 - (b) Upon receipt of port call instructions and completion of POR processing, the individual will be reassigned from his current unit to the appropriate USAOSREPLSTA for further assignment to the oversea command.
 - (5) Processing persons who are eligible for and who desire to request concurrent travel of dependents as follows:
 - (a) Request for concurrent travel of dependents (unless submission is precluded or suspended by separate DA directives and/or orders) will be transmitted to the oversea commander in accordance with AR 55-46.
 - (b) If request for concurrent travel is approved, the individual will be reassigned from his current unit directly to the specific oversea organization and station. Processing will be in accordance with

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Line	Item	Comment
		the provisions of AR 55-64 and port call will be requested in accordance with chapter 3, AR 55-28.
		(c) If request for concurrent travel is not approved, individual will be processed as outlined in (4) above.
		d. <i>Failure to Enlist:</i>
		(1) Should an applicant for this option fail to enlist for the authorized assignment, a report of cancellation will be made immediately to OPO, ATTN: EPADR-I (OXford 57291).
		(2) For persons who do not enlist at the station to which assigned within 24 hours following ETS or requested separation date, the report of cancellation will be made no later than one day following failure to enlist.
		(3) Report may be made by telephone, electrically transmitted message, or written communication, however, a telephone call will not be made for the sole purpose of reporting a cancellation.
		(4) Report of cancellation will include the individual's name and Assignment Control Number (ACN).
8 SPECIAL INSTRUCTIONS FOR OVERSEA COMMANDS		a. Processing requirements for this option in oversea commands are the same as those within CONUS except as modified by this line and lines 9 and 10 below.
		b. The individual's application for enlistment for another overseas command will be submitted by the oversea commander to Chief of Personnel Operations, ATTN: EPADR-I.
		c. Because prescribed schedules for processing oversea applicants for this option frequently require deferment of the option's effective date for a considerable period beyond the date of enlistment, the changes of administrative error and/or broken commitments are greater than were the option to become effective immediately upon enlistment. Special care and specific controls are required to insure, to the maximum extent, that such errors do not occur. The custodian of the individual's records will, at the appropriate time, issue reassignment orders in compliance with instructions received from OPO at the time enlistment commitment is authorized. If enlistment commitment is authorized for reassignment on a delayed basis, the custodian of records will insure compliance with the enlistment commitment through timely submission of request for AOR assignment UP paragraph 8-1 (5), AR 614-220. In those cases where a change in the individual's status subsequent to his reenlistment affects his eligibility for assignment to the oversea area of choice, the individual must be advised of this and assisted in the selection of additional choices for which qualified on a timely basis to insure compliance with prescribed schedules.
		d. Enlistments will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the oversea command to which currently assigned. Personnel records will be transmitted in accordance with the provisions of AR 640-10.
9 SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS		Notwithstanding the provisions of AR 614-30, first termers indicated on lines 3d(1), (2), and (3) of this table who are enlisted for the Oversea Area Enlistment Option while serving in an oversea command will be governed by the following:
		a. Minimum enlistment period required is 4 years provided this term is equal to or greater than the term of service on which currently serving.
		b. Enlistment for this option entails mandatory reassignment to the oversea area selected if $\frac{1}{2}$ of the prescribed tour in the command in which serving has been completed, or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first. (Applicant receives credit for a completed tour in the area in which serving.)
		c. As an exception to b above, personnel enlisting for the Republic of Vietnam under this option will be authorized immediate reassignment.
		d. Individuals will submit required application not earlier than 4 nor later than 1 month prior to proposed enlistment date.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
10	SPECIAL PROCEDURES FOR OTHER THAN FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>(1) Provided requirements preclude assignment to the initial areas of choice selected, the applicant will submit additional choices until an acceptable assignment has been obtained.</p> <p>(2) Appropriate action will be taken in accordance with line 8c above.</p> <p>a. Those persons serving in oversea commands with more than 4 years service for pay and less than 7 years active Federal service who are authorized to enlist for this option must:</p> <p>(1) Complete the prescribed tour for the area in which serving before the option becomes effective.</p> <p>(2) As an exception to (1) above, personnel enlisting for the Republic of Vietnam under this option will be authorized immediate reassignment.</p> <p>(3) Submit application indicating oversea area choices not earlier than 4 nor later than 1 month prior to proposed enlistment date.</p> <p>(a) Provided requirements at time of submission of application do not permit assignment to either of the 3 choices indicated, the applicant will submit additional choices until an acceptable commitment has been obtained.</p> <p>(b) If applicable, this option will be reconfirmed not earlier than 6 months nor later than 3 months prior to scheduled departure date from the oversea command in which serving.</p> <p>b. Those persons serving in oversea commands with less than 4 years service for pay completed who are not first termers as defined in lines 3d(1), (2), and (3) above, and who desire enlistment for this option must:</p> <p>(1) Submit application indicating oversea area choices not earlier than 4 or later than 1 month prior to scheduled ETS.</p> <p>(2) Provided requirements at time of submission of application do not permit assignment to either of the 3 choices indicated, the applicant will submit additional choices until an acceptable assignment has been obtained.</p>
11	STATEMENTS FOR ENLISTMENT REQUIRED	<p>Parts I, II, IV, and VI—all applicants.</p> <p>Part V—if applicable (all female applicants).</p> <p>Part VI—for the Oversea Area Enlistment Option is DA Form 3286-8.</p>
12	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p>a. <i>Orders</i> Enlistment orders will specify applicant is an enlistee for the Oversea Area Enlistment Option UP table 6-6, and will include additional information as follows:</p> <p>(1) Assignment Control Number (ACN).</p> <p>(2) Date of Authorization.</p> <p>(3) Oversea organization and station.</p> <p>b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States):</p> <p>(1) Item 12: Table 6-6.</p> <p>(2) Item 48: Oversea assignment to (oversea Area Authorized).</p> <p>(3) Item 56: Ref Item 48: Initial assignment authorized by ACN (number) per (DA instrument of authority) (date).</p>

Table 6-7. *In-Service CONUS Station of Area Enlistment Option*

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	In-Service CONUS Station or Area Enlistment Option.
2	DESCRIPTION OF OPTION....	This option is for 12-month stabilization at a CONUS Station or Area of Choice provided a requirement exists within current priorities.
3	AVAILABLE TO.....	Male and female applicants serving overseas enlisting for 4-, 5-, or 6-year periods regardless of length of service who:
		a. Are eligible for enlistment/reenlistment in pay grades E-7—E-9 who will complete a normal oversea tour in Vietnam.
		b. Are eligible for enlistment/reenlistment in pay grades E-6 and below who will complete a normal oversea tour in any oversea area (including Vietnam).
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>Applicant must:</p> <p>a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table.</p>

Line	Item	Comment
		<ul style="list-style-type: none"> b. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. c. Complete a normal overseas tour. d. Be qualified in an MOS for which a requirement exists at the CONUS Station or area for which applying. e. Have no assignment limitation which will preclude assignment to the station or area of choice.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must retain qualifications for assignment to the station or area for which enlisted.
6	INFORMATION TO APPLICANTS	<p>Applicant will be:</p> <ul style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedure for enlisting for this option. c. Informed that this option is for a 12-month stabilized tour of duty at the station of choice provided a requirement exists in his MOS and grade. No assurance concerning the duration of this assignment beyond the 12 month stabilization can be made. d. Informed that if he (or she) will complete a normal overseas tour of duty but is not eligible for separation, he (or she) may be discharged for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option. ★e. Rescinded. f. Informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <p><i>a. Application and Determination of Eligibility:</i></p> <ul style="list-style-type: none"> (1) Applicants desiring to enlist for this option will submit application on DA Form 2496 including the information required by AR 614-205 and the following: <ul style="list-style-type: none"> (a) Additional awarded MOS. (b) Desired station or area (3 choices in order of preference). (c) Date departed United States and date normal overseas tour will be completed. (d) Physical profile code. (2) The Army career counselor will assist the applicant as necessary in the preparation of application and will verify the items of personnel data reported. <p><i>b. Obtaining Assignment Instructions.</i> (See lines 8 and 9 for special instructions pertaining to patients and personnel with less than 4 years service returned to CONUS for separation after completion of normal tour.)</p> <ul style="list-style-type: none"> (1) <i>When:</i> Request will be made not earlier than 6 months nor later than 1 month prior to completion of normal overseas tour. (2) <i>How:</i> <ul style="list-style-type: none"> (a) Assignment authorizations will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPADR-I, telephone OXford 57291, for personnel in grades E-6 and below; EPADS, Telephone OXford 53361 for personnel in grades E-7 through E-9, and intelligence and special category personnel. (b) Upon receipt of a telephone call or communication requesting assignment authorization for a specific CONUS station, the Office of Personnel Operations will determine CONUS station requirement. If a requirement does not exist an alternate assignment will be offered prospective reenlistee.

Line	Item	Comment
		<p>(3) <i>What:</i></p> <p>(a) In his request for assignment instructions the career counselor will report the personnel data required by AR 614-205 and line 7a above.</p> <p>(b) When authorization to enlist for this option is granted, the career counselor will be certain that he has obtained the following information:</p> <ol style="list-style-type: none"> 1. Assignment Control Number (ACN). This number will be used in enlistment orders and recorded on DD Form 4 as prescribed by line 11 below. 2. CONUS station for which enlistment is authorized. 3. Name of individual in OPO approving request and date of approval. <p>c. <i>Failure to Enlist:</i></p> <ol style="list-style-type: none"> (1) Should an applicant for this option fail to enlist for the authorized assignment, a report of cancellation will be made immediately to OPO. (2) Report may be made by telephone, electrically transmitted message, or written communication, and will include individual's name and Assignment Control Number (ACN). <p>d. <i>Promotion or Demotion:</i></p> <ol style="list-style-type: none"> (1) Personnel who are promoted or demoted following selection of this option, but before accomplishing reenlistment, will be reported for a new assignment authorization in accordance with above. (2) If a change in the individual's grade and/or MOS subsequent to reenlistment and prior to reporting to the new scheduled duty station makes the individual no longer qualified to fill a requirement at that station, it is possible that he may not be ordered to his station of choice. <p>e. Enlistment will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the overseas command. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p> <p>★f. Applicant's unit will, at the time of reenlistment, take action necessary to cancel/delete any CONUS assignment made or pending through AOR channels.</p>
8	SPECIAL PROCEDURES FOR PATIENTS	Personnel who are evacuated from an overseas command through hospital channels may elect this option upon their availability for reassignment providing they have credit for completion of normal overseas tour.
9	SPECIAL INSTRUCTIONS FOR PERSONNEL RETURNED FOR SEPARATION	Personnel with 4 years or less service for pay purposes who complete their overseas tours and who are being returned to CONUS for separation and who do not elect this option overseas, may elect to reenlist for this option after arrival in CONUS by reenlisting immediately.
10	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, VI—all applicants. Part V—if applicable (all female applicants). Part VI—for the In-Service CONUS Station or Area Enlistment Option is DA Form 3286-19.
11	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: a. <i>Orders:</i> Enlistment orders will specify applicant is an enlistee for the CONUS Station or Area Enlistment Option UP table 6-7, and include additional information as follows: <ol style="list-style-type: none"> (1) Assignment Control Number (ACN). (2) Date of authorization. (3) CONUS Station to which assigned.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<i>b. DD Form 4: (Enlistment Contract—Armed Forces of the United States):</i>
		(1) Item 12: Table 6-7.
		(2) Item 48: CONUS Station or Area Enlistment Option with initial assignment to specify as indicated in assignment authorization).
		(3) Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).

Table 6-8. Airborne Training/Duty Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION - - - - -	Airborne Training/Duty Option.
2	DESCRIPTION OF OPTION.	Promises initial assignment to airborne duty provided required training is completed satisfactorily and individual can pass Physical Fitness Test.
3	AVAILABLE TO - - - - -	Male applicants enlisting for 3-, 4-, 5-, or 6-year periods who: <ul style="list-style-type: none"> a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and b. Have 4 or less years service for pay completed in any of the Armed Forces, or c. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or d. Are first termers who: <ul style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of services as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service. ★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<ul style="list-style-type: none"> a. Basic eligibility criteria prescribed by this regulation, as modified by this table. b. Special requirements as prescribed in AR 611-7 (Selection and Processing of Volunteers for Airborne Training and Assignment).
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<ul style="list-style-type: none"> a. Satisfactorily complete required training. b. After successful completion of training, at least 1 year of service with an airborne unit may be required.
6	INFORMATION TO APPLICANTS	<ul style="list-style-type: none"> a. Applicant will be informed of the provisions of AR 611-7 and this table. b. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Re-enlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Applicant will:</p> <ul style="list-style-type: none"> a. Submit an application for airborne training/duty as prescribed in AR 611-7 and as modified by the provisions of this table. b. Upon approval of application for airborne training/duty applicant will undergo normal enlistment processing as prescribed in this regulation.
8	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>Notwithstanding the provisions of AR 611-7, first termers indicated in lines 3d(1), (2), and (3) of this table who are enlisted for airborne training/duty will be governed by the following:</p> <ul style="list-style-type: none"> a. When airborne training is available in the oversea command in which serving, enlistment for this option will entail continued service in the same oversea area.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	STATEMENTS FOR ENLISTMENT REQUIRED	b. When airborne training is not available in the oversea command in which serving, enlistment for this option entails mandatory return to CONUS if 5/6 of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date, whichever occurs first. (Applicant receives credit for a completed oversea tour.)
10	RECORD ENTRIES AND ORDERS	Part I, II, IV & VI—all applicants. Part VI—for the Airborne Training/Duty Option is DA Form 3286-10. Orders and records of applicants found qualified for enlistment for this option will contain entries as follows: a. <i>Orders</i> : Enlistment orders will specify applicant is an enlistee for the Airborne Training-Duty Option UP table 6-8. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): (1) Item 12: Table 6-8. (2) Item 48: Airborne Training/Duty Option.

Table 6-9. Special Forces Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Special Forces Enlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to special forces duty provided prerequisites are met.
3	AVAILABLE TO	Male applicants enlisting for 3-, 4-, 5-, and 6-year periods who: a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and b. Have at least 4 months active service in any Armed Force, and c. Have 4 or less years service for pay purposes completed in any Regular Army service, or d. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or e. Are first termers who: (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or ★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must meet: a. Basic eligibility criteria prescribed by this regulation as modified by b. Special requirements prescribed in AR 611-7 and c. Special requirements prescribed in AR 614-62.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must: a. Satisfactorily complete required training. b. After successful completion of training, at least 18 months service with a special forces unit may be required.
6	INFORMATION TO APPLICANTS	a. Applicants will be informed of the provisions of AR 611-7, AR 614-62, and this table. b. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Re-enlistment Bonus.
7	OPTION PROCESSING PROCEDURES	Applicant will: a. Be initially interviewed to determine his general qualifications as prescribed in AR 611-7, AR 614-62, and this table.

Line	Item	Comment
		<ul style="list-style-type: none"> b. Be medically examined, if required, and be administered any required mental tests to include the Special Forces Selection Battery. c. Be assisted in the submission of an application for Special Forces Training/Duty as prescribed in AR 614-62 and as may be modified by the provisions of this table. d. Upon approval of application for special forces training/duty, applicant will undergo normal enlistment processing as prescribed in this regulation. e. If applicant declines enlistment or becomes disqualified after acceptance, the declination or disqualification will be reported to the commander who approved the applicants enlistment for this option. f. Acceptances not finalized by enlistment within 30 days are automatically void. "Date of acceptance" is defined as the member's current ETS date or date of availability as indicated in original application for special forces training/duty. g. Upon enlistment for this option, persons will be assigned in accordance with instructions contained in the instrument of approval for enlistment.
8	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>Notwithstanding the provisions of AR 611-7, and AR 614-62, first termers indicated on lines 3e(1), (2), and (3) of this table who are enlisted for the special forces enlistment option while serving in an oversea command will be governed by the following:</p> <ul style="list-style-type: none"> a. When there is a special forces organization assigned within the oversea command, enlistment for this option will entail continued service in the same oversea area. b. When there is no special forces organization assigned within the oversea command, enlistment for this option entails mandatory return to CONUS if % of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date, whichever occurs first. (Applicant receives credit for a completed oversea tour.)
9	STATEMENTS FOR ENLISTMENT REQUIRED	<p>Parts I, II, IV, & VI—all applicants. Part VI—for the Special Forces Enlistment Option is DA Form 3286-11.</p>
10	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found qualified for enlistment for this option will contain entries as follows:</p> <ul style="list-style-type: none"> a. <i>Orders</i>: Enlistment orders will specify that the applicant is an enlistee for the Special Forces Enlistment Option table 6-9, and will identify the special forces organization to which destined for training. b. <i>SF 88</i> (Report of Medical Examination): <ul style="list-style-type: none"> (1) Item 76A: 111111 (for men who have never performed special forces duty). (2) Item 76B: A (for men who have never performed special forces duty). (3) Item 77A: Enlistment for Special Forces Training/Duty. c. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States). <ul style="list-style-type: none"> (1) Item 12: Table 6-9. (2) Item 48: Special Forces Enlistment Option. (3) Item 56: Ref Item 12: Enlistment for Special Forces authorized by (<i>cite instrument which authorizes enlistment for special forces</i>). (4) Attach as inclosures to DD Form 4: <ul style="list-style-type: none"> (a) Original application attached to duplicate copy. (b) Copies of enlistment authorization document attached to original and duplicate copies of DD Form 4.

Table 6-10. United States Army Security Agency (USASA) Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION -----	United States Army Security Agency (USASA) Enlistment Option.
2	DESCRIPTION OF OPTION-	Promises initial assignment to USASA provided required prerequisites are met.
3	AVAILABLE TO -----	<p>Male applicants enlisting for 3-, 4-, 5-, or 6-year periods who:</p> <ul style="list-style-type: none"> a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and b. Have 4 or less years service for pay completed in any of the Armed Forces or with prior active Federal service. c. Are members of the USAR or NGUS/enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or d. Are first termers who: <ul style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or ★(3) Have completed at least 8 months of active Federal services on current terms of service as members of the Regular Army serving on first enlistments with no prior service.
4	PREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>Applicant must:</p> <ul style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Have satisfactorily completed basic (basic combat) training. c. Be a high school graduate or the equivalent. (The CGUSASA may waive this requirement.) d. Have a GT aptitude area score of 100 or higher. (The CGUSASA may waive this requirement.) e. Be of excellent character, discretion, and of unquestioned loyalty to the United States. f. Meet citizenship requirements as follows: <ul style="list-style-type: none"> (1) Applicant and spouse <i>must</i> be United States citizens. If the applicant or spouse is a United States citizen by naturalization, approval procedures on line 7b below, apply.

Line	Item	Comment
		<p>(2) The immediate family of the applicant and spouse <i>should</i> be United States citizens. For the purpose of this option, immediate family is defined as parents, brothers, sisters, and offspring. When members of the immediate family are not U.S. citizens, approval procedures on line 7b below, apply.</p> <p>(3) No member of the immediate family of the applicant or spouse, and no person to whom the applicant and spouse may reasonably be considered to be bound by ties of affection, kinship, or obligation, may be a resident of a foreign country having basic or critical national interests opposed to those of the United States. When the applicant and/or spouse have relatives or alien friends residing in foreign countries approval procedures on line 7b below, apply.</p> <p>g. Receive prior approval for enlistment from the CGUSASA, an authorized USASA Field Representative, or a representative of a USASA Personnel Procurement and Processing Detachment attached to training centers with the continental United States.</p>
5	PREREQUISITES	<p>Applicant must:</p> <p>a. Successfully complete MOS training to which assigned, if appropriate.</p> <p>b. Be approved for a security clearance by the CGUSASA and qualify for retention of such clearance.</p> <p>c. Maintain standards of personal behavior, professional competence, loyalty and integrity, such as to qualify him for continued duty with USASA.</p>
6	INFORMATION TO APPLICANTS	<p>Applicant will be informed of the following:</p> <p>a. The provisions of lines 1 through 5 above.</p> <p>b. That the training and/or duty to which he will be assigned will depend on his individual qualifications and the requirements of USASA and will be determined by the CGUSASA.</p> <p>c. That should he fail to meet required standards for retention with the Agency either during training or duty assignment, he will be advised of this and that his enlistment commitment has been voided. He will be relieved from USASA, reassigned in accordance with the needs of the Army, and will be required to complete the term for which enlisted.</p> <p>d. That his financial activities and sense of financial responsibility must be such as to make it highly unlikely that he would succumb to temptation arising from financial difficulties.</p> <p>e. That foreign interests, foreign holdings, or continual personal indebtedness are considered to be possible causes of security risk.</p> <p>f. That his personal habits and traits of character must be unquestionable from a security standpoint.</p> <p>g. That a person with the following habits or characteristics is not considered to be a satisfactory security risk:</p> <p>(1) Heavy drinker.</p> <p>(2) Drug addict.</p> <p>(3) Gambler.</p> <p>(4) One who is unduly susceptible to persuasion.</p> <p>(5) One who is egotistically loquacious or emotionally unstable.</p> <p>(6) One who possesses other habits or traits of character which may prompt indiscreet disclosures.</p> <p>h. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.</p>
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <p>a. <i>Preliminary determination of Eligibility:</i></p> <p>(1) Upon receipt of an application for enlistment for USASA, the career counselor will review all relevant documents and interview the applicant to determine if he meets prerequisites required to apply for this option.</p> <p>(2) If the applicant fails to meet a qualification which is waivable by the CGUSASA, the disqualification will be noted on the documents provided to the USASA Field Representative in accordance with (4) below.</p>

Line	Item	Comment
	(3)	If special approval procedures are required for citizenship status, this fact will be noted on documents provided the USASA Field Representative.
	(4)	The Army career counselor will inform the applicant of the provisions of line 6, this table. If, after completion of this interview, the applicant still desires to apply for this option and it appears that he is qualified for enlistment, the Army career counselor will arrange for the applicant to be interviewed by the local USASA Field Representative. The Career Counselor will provide the USASA Field Representative with all relevant documents pertaining to the applicant to include a penciled copy of the DD Form 398 (Statement of Personal History).
	<i>b. Interview by USASA Field Representative:</i>	
	(1)	The local USASA Field Representative will interview the applicant for the purpose of orienting him on the missions, functions, and responsibilities of USASA and of determining the applicant's suitability for enlistment for USASA.
	(a)	If, as a result of this interview, the USASA Field Representative considers the applicant to be eligible for enlistment without waiver, he will, through USASA channels, obtain an acceptance and assignment instructions.
	(b)	If, as a result of the interview, the USASA Field Representative considers the applicant suitable for enlistment, however, a waiver or special procedures for citizenship requirements apply, he will assist the applicant in the preparation of a waiver request which will be forwarded by the USASA Field Representative to the CGUSASA, ATTN: IAAG-PP, Arlington Hall station, Arlington, Va. 22212, for approval. Upon receipt of notification of approval from the CGUSASA, the applicant may be enlisted.
	(c)	If, as a result of the interview, the USASA Field Representative considers the applicant to be unqualified for USASA, he will tactfully inform the applicant of this and refer him back to the career counselor who will attempt to interest the applicant in another option, if appropriate.
	(2)	The local USASA Field Representative will review the penciled copy of the DD Form 398 for accuracy and completeness and advise the applicant of any modifications required.
	<i>c. Action After Approval for Enlistment is Obtained:</i>	
	(1)	The Career Counselor will supervise and assist the applicant in the preparation of the Statement of Personal History (DD Form 398) and the FBI U.S. Department of Justice Fingerprint Card (FD Form 258) as follows:
	(a)	The DD Form 398 will be prepared in quadruplicate in accordance with the instructions contained in appendix III, AR 381-130. Item 30 (Remarks), DD Form 398 will contain the remark "I have executed DD Form 98 (Armed Forces Security Questionnaire) without qualification."
	(b)	The FD Form 258 will be completed in duplicate.
	(c)	The completed forms will be reviewed for accuracy prior to dispatch and will be forwarded directly to the CGUSASA, ATTN: IAAG-PP, Arlington Hall Station, Arlington, Va. 22212.
	(2)	Upon enlistment for USASA, applicants will be sent directly from the place of reenlistment to the USASA unit to which assigned in accordance with instructions issued by the Office of Personnel Operations, Department of the Army. Enlistment will be accomplished and all required personnel records prepared and/or appropriately annotated before the individual is ordered to report to the USASA unit to which assigned.
	<i>d. Failure to Enlist:</i> The Army career counselor will inform the local USASA Field Representative of accepted applicants who fail to enlist for this option.	

Item	Item	Comment
8	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	First termers indicated on lines 3d(1), (2), and (3) of this table who are accepted for enlistment for the USASA Enlistment Option while serving in an oversea command will be governed by the following: Enlistment for this option entails mandatory return to CONUS if 1/2 of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first. (Applicant received credit for a completed oversea tour.)
9	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part V—if appropriate (all females). Part VI—for the United States Army Security Agency Enlistment Option is DA Form 3286-12.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: a. <i>Orders</i> Enlistment orders will specify applicant is an enlistee for the USASA Enlistment Option UP table 6-10, and will include the following additional information. (1) USASA unit to which assigned. (2) Authority for assignment and acceptance by USASA. (3) Two copies of all orders issued on persons enlisting for this option will be forwarded to the CGUSASA, ATTN: IAAG-PP, Arlington Hall Station, Arlington, Va. 22212. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): (1) Item 12: Table 6-10. (2) Item 48: USASA Enlistment Option with initial assignment to (unit). (3) Item 56: Ref Item 48: USASA Acceptance and assignment instructions per (cite authority).

Table 6-10A. MOS for Training and Assignment Under the USASA Enlistment Option

Line	MOS code	MOS title
OPERATIONS		
1	74A10.....	Data Processing Equipment operator.
2	74B20.....	Card and Tape Writer.
3	74E20.....	ADPS Console Operator.
4	74F20.....	ADPS Programing Specialist.
5	93G20.....	Microbarograph Specialist.
6	98B20.....	Cryptoanalytic Specialist.
7	98C20.....	Traffic Analyst.
8	98D20.....	Communication Security Analyst.
9	98G20.....	Voice Interceptor.
10	98J20.....	Signal Analyst.
11	04B20.....	Interceptor (Foreign Language).
12	05C20.....	Radio Teletype Operator.
13	05D20.....	Special Identification Operator.
14	05G20.....	Communications Monitor.
15	05H20.....	Morse Interceptor.
16	05K20.....	Teletype Interceptor.
MAINTENANCE		
17	26F20.....	Radar Repairman.
18	26K20.....	Electronic Warfare Repairman.
19	26L20.....	Microwave Radio Repairman.
20	31K20.....	General Cryptographic Repairman.
21	32B20.....	Fixed Station Receiver Repairman.
22	32C20.....	Fixed Station Transmitter Repairman.
23	32F20.....	Fixed Ciphony Repairman.
24	32G20.....	Fixed Cryptographic Repairman.
25	33B20.....	Intercept Equipment Repairman.
26	33E20.....	Microbarograph Repairman.
27	34C20.....	ADPS Equipment Repairman.
28	34D20.....	ADPS Repairman.

Table 6-11. Special Intelligence Duties (ACG 97) Enlistment Option

Line	Item	Comment
1	NAME OF OPTION -----	Special Intelligence Duties (ACG 97) Enlistment Option.
2	DESCRIPTION OF OPTION.	Promises initial assignment to duty in controlled intelligence military occupational specialties (MOS) and duties provided required prerequisites are met.
3	AVAILABLE TO -----	Male and female applicants enlisting for 3, 4, 5, or 6 year periods who: <ol style="list-style-type: none"> a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and b. Have 4 or less years service for pay completed in any of the Armed Forces, or c. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or d. Are first termers who: <ol style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or ★(3) Have completed at least 8 months of active Federal services on current term of service as members of the Regular Army serving on first enlistments with no prior service.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. Meet eligibility criteria prescribed by this regulation as modified by the provisions of this table. b. Meet special requirements as prescribed in AR 614-40 (Assignments in Controlled Intelligence MOS's).
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. Satisfactorily complete any training to which he may be assigned. b. Must be the subject of a favorable background investigation to include an evaluation of potential and personal characteristics. c. Qualify for retention in special intelligence duties by satisfactory performance of assigned duties and maintenance of the high standards of integrity and loyalty required by the intelligence operations. d. Maintain a record free from indiscretions or defects of a character which are deemed unacceptable by the Chief of Personnel Operations.
6	INFORMATION TO APPLICANTS	Applicant will be informed of the following: <ol style="list-style-type: none"> a. Provisions of lines 1 through 5 above. b. Provisions of AR 614-40. c. The scope, purpose, and prerequisites for attendance at school courses for special intelligence MOS as prescribed in DA Pam 350-10 (U.S. Army Formal Schools Catalog). d. The MOS descriptions of special intelligence MOS as contained in AR 611-201, and AR 611-202. e. That only male personnel are selected for duties in MOS 97C (Area Intelligence Specialist). f. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	Applicant will: <ol style="list-style-type: none"> a. Submit an application for special intelligence duties as prescribed in AR 614-40 and as modified by the provisions of this table. b. Upon approval of application for special intelligence duties, applicants will undergo normal enlistment processing as prescribed in this regulation.
8	SPECIAL PROCEDURES FOR OVERSEA COMMANDS	Notwithstanding the provisions of AR 614-40, first termers indicated on lines 3d(1), (2), and (3) of this table who are accepted for the Special Intelligence Duties (ACG 97) Enlistment Option while serving in an oversea command will be governed by the following: <p>Enlistment for this option entails mandatory return to CONUS if % of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first. (Applicant receives credit for a completed oversea tour.)</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part V—if appropriate (all female applicants). Part VI—for the Special Intelligence Duties (ACG 97) Enlistment Option is DA Form 3286-13.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found qualified for enlistment for this option will contain entries as follows: <i>a. Orders:</i> Enlistment orders will specify applicant is an enlistee for the Special Intelligence Duties Enlistment Option UP table 6-11, and will include the following additional information: (1) Report date to U.S. Army Intelligence School, if applicable. (2) Initial unit of assignment, if applicable. (3) Approval authority and date. (4) Two copies of the enlistment orders will be furnished the Chief of Personnel Operations, ATTN: EPADS-I, Department of the Army, Washington, D.C. 20310 within 15 days of enlistment date. <i>b. DD Form 4 (Enlistment Contract—Armed Forces of the United States):</i> (1) Item 12: Table 6-11. (2) Item 48: Special Intelligence Duties Enlistment Option (ACG 97) with initial assignment to (unit, if applicable). (3) Item 56: Ref Item 48: OPO acceptance per (cite authority) (date).

Table 6-12. United States Army Air Defense Command (USARADCOM) Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	USARADCOM Enlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to a surface-to-air guided missile (SAM) unit of the United States Army Air Defense Command (USARADCOM) located in or near a metropolitan area of choice selected from the list of locations shown in table 6-12A, provided required prerequisites are met.
3	AVAILABLE TO	Male applicants enlisting for 4, 5, or 6 year periods who: <i>a.</i> Are eligible for appointment to pay grade E-6 or below upon enlistment, and <i>b.</i> Have 4 or less years service for pay completed in any of the Armed Forces, or <i>c.</i> Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or <i>d.</i> Are first termers who: (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or ★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <i>a.</i> Meet basic eligibility requirements for enlistment as modified by the provisions of this table. <i>b.</i> Be a citizen of the United States. <i>c.</i> Meet the requirements of AR 611-15 (Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Positions). <i>d.</i> Have a numerical designation of "1" under the "S" (Psychiatric) factor of the physical profile serial "PULHES." <i>e.</i> Not have a history of mental instability, juvenile delinquency, or criminal tendencies. <i>f.</i> If enlisted with a training assignment in an MOS of Army Career Group 16, meet without exception, the school prerequisites established in DA Pam 350-10 (U.S. Army Formal Schools Catalog). <i>g.</i> If enlisted with an assignment for on-the-job training at the ARADCOM area of choice in MOS 17H, possess an AE aptitude area score of 100 or higher.

Line	Item	Comment
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<p>Applicant must:</p> <ol style="list-style-type: none"> Successfully complete the training to which assigned. Qualify for, and retain, a security clearance. Qualify for continued training and/or duty under the provisions of AR 611-15.
6	INFORMATION TO APPLICANTS	<p>Applicants will be informed of the following:</p> <ol style="list-style-type: none"> The provisions of lines 1 through 5 above. That he may indicate in order of preference 3 of the locations listed in table 6-12A, one of which will serve as the basis for his initial assignment provided a vacancy exists. If no suitable vacancy exists at either of the 3 locations chosen, the applicant will be permitted to select in order of preference, 3 other locations which he is willing to accept. That acceptance by the CGUSARADCOM is required for enlistment for this option. That persons assigned to ARADCOM in the MOS covered by this option are subject to the selection and retention criteria prescribed in AR 611-15 throughout the period of their training and assignment. The applicant will be permitted to review AR 611-15 and his attention will be called specifically to the provisions of section II, and paragraph 16, thereof. That if accepted for enlistment for ARADCOM under this option, he will be assigned for training and/or duty in one of the following MOS only: <ol style="list-style-type: none"> MOS 16B—Hercules Missile Crewman. MOS 16C—Hercules Fire Control Crewman. MOS 16D—Hawk Missile Crewman. MOS 16E—Hawk Missile Fire Control Crewman. MOS 16H—Air Defense Artillery Operations and Intelligence Assistant. MOS 17H—Fire Distribution Systems Crewman. That if he is accepted for training in MOS 17H, he will be assigned directly to the USARADCOM metropolitan area of choice for on-the-job elementary guided missile training. That if he is accepted for training in MOS 16B, 16C, 16D, 16E, or 16H, he will receive such training at the 1st Air Defense Guided Missile Brigade (Training), Fort Bliss, Texas prior to assignment to the USARADCOM metropolitan area of choice. That men accepted for enlistment for this option who are already qualified in one of the MOS listed above, proceed directly to the unit of assignment designated by the CGUSARADCOM. That the training to which an applicant is assigned depends on his individual qualifications and USARADCOM requirements at the metropolitan area of choice selected. That missile units of USARADCOM are located in or in proximity to the metropolitan areas shown in table 6-12A. It must be understood by the applicant that these are "area" assignments and are not necessarily within "city limits." Provided ARADCOM SAM units continue to exist in the area, men enlisted for this option who have not previously served with USARADCOM are guaranteed a stabilized tour in their initial area of choice as indicated below: <ol style="list-style-type: none"> 14 months—persons assigned to training in MOS 17H. 12 months—persons assigned to training in MOS 16B, 16C, 16D, 16E, and 16H. Should all USARADCOM SAM units in the area of initial assignment be relocated or inactivated, men who have not yet completed the stabilized period promised will: <ol style="list-style-type: none"> Be permitted to select three areas of choice where ARADCOM SAM units with vacancies in their PMOS are located. If they do not make a selection, be reassigned to other ARADCOM units designated by the CGUSARADCOM to complete the period of stabilization remaining in their enlistment commitments.

Line	Item	Comment
7	OPTION PROCESSING PROCEDURES	<p>(3) Be required to complete the period for which enlisted.</p> <p>m. That the enlistment commitment of men who have previously served with USARADCOM is considered fulfilled upon their initial assignment to the metropolitan area of choice.</p> <p>n. That if enlisted for this option in an oversea command, the minimum enlistment period required is 4 years.</p> <p>o. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.</p> <p>Normal processing procedures except as modified by the provisions of this table.</p> <p>a. <i>Applicant Interview:</i></p> <p>(1) The career counselor will review all relevant documents and interview applicant to establish eligibility for enlistment for this option with particular attention being given to the requirements of AR 611-15.</p> <p>(2) During the interview, the counselor will determine and/or verify the following items of personnel data which will be used in obtaining authority for enlistment:</p> <p>(a) Name.</p> <p>(b) Grade in which eligible to enlist.</p> <p>(c) Service number.</p> <p>(d) Physical profile serial and code.</p> <p>(e) Period of enlistment desired.</p> <p>(f) Probable date of enlistment.</p> <p>(g) Marital status and number of dependents.</p> <p>(h) 3 Aptitude Area scores of 90 or above.</p> <p>(i) Current PMOS.</p> <p>(j) Prior guided missile training, if any.</p> <p>(k) MOS awarded upon completion of guided missile training, if any.</p> <p>(l) 3 metropolitan areas of choice in order of preference.</p> <p>b. <i>Obtaining approval for enlistment:</i></p> <p>(1) When all preliminary processing has been completed, a notice of acceptance and assignment instructions will be requested from the CGUSARADCOM by telephone or message as indicated below: Direct communication between post, camp, and station reenlistment offices and USARADCOM is authorized for the purpose of accomplishing enlistments under this option.</p> <p>(a) Telephone for immediate instructions: Autovon 348, extensions 2812, 6067, or Area Code 303, telephone 635-8911.</p> <p>(b) Electrical message for assignments within 48 hours (excluding weekends and holidays) or receipt of request: CGUSARADCOM, ATTN: ADGAP-E, Ent Air Force Base, Colorado Springs, Colo. 80912.</p> <p>(2) The information indicated on line 7a(2) above, will be provided in such assignment requests.</p> <p>(3) Enlistment for this option may be accomplished only after receipt of notification of acceptance and assignment instructions from the CGUSARADCOM. These assignment instructions will include:</p> <p>(a) Designation of MOS in which applicant will be trained, if required.</p> <p>(b) Designation of unit and metropolitan area to which applicant will be initially assigned.</p> <p>c. <i>Failure to enlist:</i></p> <p>(1) Should an applicant for this option fail to enlist after receiving notice of acceptance, a report of his declination will be made to Commanding General, USARADCOM, ATTN: ADSAM, Ent Air Force Base, Colo. 80912.</p> <p>(2) Report will include the individual's name and assignment for which accepted.</p>
8	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>First termers indicated on lines 3d(1), (2), and (3), of this table who are accepted for enlistment for the USARADCOM Enlistment Option while serving in an oversea command will be governed by the following:</p>

Line	Item	Comment
		a. Minimum enlistment period required is 4 years provided this term is equal to or greater than the term of service on which currently serving.
		b. Enlistment for this option entails mandatory return to CONUS if $\frac{3}{4}$ of the prescribed overseas tour has been completed or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first. (Applicant receives credit for a completed overseas tour.)
9	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part VI—for the United States Army Air Defense Command Enlistment Option is DA Form 3286-14.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: a. <i>Orders</i> : Enlistment orders will specify applicant is an enlistee for the USARADCOM Enlistment Option UP table 6-12, and will include the following additional information: (1) MOS in which training is to be received, or (2) MOS in which being assigned, (3) Initial unit and metropolitan area of assignment upon completion of training, if required. For example: "For initial assignment (upon completion of training) to the 56th Artillery Brigade (Air Defense), Fort Banks, Massachusetts for ultimate assignment within or near the Boston-Providence-Hartford metropolitan area as the commander thereat may direct." b. <i>DD Form 4</i> : (Enlistment Contract—Armed Forces of the United States): (1) Item 12: Table 6-12. (2) Item 48: USARADCOM Enlistment Option for assignment to (<i>unit</i>) within or near (<i>metropolitan area</i>). (3) Item 56: Ref Item 48: USARADCOM Notice of acceptance per (enter appropriate authority): (a) Phone Post Reenl 0 (individual-USARADCOM (individual) State). (b) USARADCOM Msg (number) (date). (c) USARADCOM ltr (subject) (date).

Table 6-12A. USARADCOM Metropolitan Areas of Choice

Line	Metropolitan area
1	Boston, Massachusetts—Providence, Rhode Island—Hartford, Connecticut
2	Chicago, Illinois—Gary, Indiana.
3	Cincinnati, Ohio.
4	Cleveland, Ohio.
5	Dallas, Texas—Fort Worth, Texas.
6	Detroit, Michigan.
7	Kansas City, Missouri.
8	Key West, Florida.
9	Los Angeles, California.
10	Miami, Florida—Homestead, Florida.
11	Milwaukee, Wisconsin—Chicago, Illinois.
12	Minneapolis, Minnesota—St. Paul, Minnesota.
13	New York, New York.
14	Niagara, New York—Buffalo, New York.
15	Norfolk, Virginia.
16	Philadelphia, Pennsylvania.
17	Pittsburgh, Pennsylvania.
18	San Francisco, California.
19	Seattle, Washington.
20	St. Louis, Missouri.
21	Washington, D.C.—Baltimore, Maryland.

Line	Item	Comment
1	NAME OF OPTION -----	Bandsman Enlistment Option.
2	DESCRIPTION OF OPTION.	Promises initial assignment to the Army band of choice or to an Army Band. Unassigned, provided required prerequisites are met.
3	AVAILABLE TO -----	Male applicants enlisting for 3, 4, 5, or 6 year periods who are eligible for appointment to pay grade E-6 or below upon enlistment, and a. Have 4 or less years service for pay completed, or b. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service completed, or c. Are first termers who: (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or ★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Meet the bandsman technical proficiency requirements prescribed by the CG, USCONARC. c. Be auditioned by an Active Army bandmaster from whom a letter of recommendation is required. d. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. e. Meet the requirements of AR 614-3 if applying for the U.S. Army band.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must: a. Successfully complete any bandsman training to which assigned. b. Qualify for retention in bandsman assignment by satisfactory performance of duty and technical competence.
6	INFORMATION TO APPLICANTS	Applicant will be: a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedure for enlisting for this option. c. Informed that this option guarantees initial assignment to Army bands as indicated below provided the appropriate commander shown approves enlistment and preliminary training (as required) is successfully completed: (1) <i>Special Bands</i> (a) THE UNITED STATES ARMY BAND. Applicants must be approved by the Commanding General, Military District of Washington, United States Army. (b) THE UNITED STATES ARMY FIELD BAND. Applicants must be approved by the Commanding General, First United States Army, Fort George G. Meade, Md. 20755. (c) THE UNITED STATES MILITARY ACADEMY BAND. Applicants must be approved by the Superintendent, United States Military Academy, West Point, N.Y. 10996. (2) <i>Specific Bands:</i> ANY AUTHORIZED ARMY ORGANIZATION OR SEPARATE BAND (see AR 220-90). Applicant must be approved by the major commander within whose geographical area of responsibility the specific band is located. (3) <i>Army Bands Unassigned:</i> Applicant must be approved by the auditioning bandmaster as evidenced by his letter of recommendation. (4) <i>United States Army Element (CA 2525), The School of Music, Naval Amphibious Base, (Little Creek), Norfolk, Va. 23521:</i> Applicants for initial assignment to this activity as instructor personnel must be approved by The Adjutant General, ATTN: AGMB, Department of the Army, Wahington, D.C. 20310.

Line	Item	Comment
		<p>d. Oriented on bandsman school courses, to include a review of course purpose, scope, and prerequisites as outline in DA Pam 350-10 and a review of the MOS description (AR 611-201) for the instrument involved.</p> <p>e. Informed that if he is applying for the U.S. Army Band, U.S. Army Field Band, or U.S. Military Academy Band he will be processed under the provisions of chapter 4, AR 600-200 and will be placed on a 5-day period of temporary duty with the band for which applying for the purpose of audition and interview before final approval of his enlistment will be granted.</p> <p>f. Informed that if applying for a band other than as indicated in line 6c above, travel performed for auditioning purposes will be at no expense to the Government.</p> <p>g. Informed that should he fail to complete any required training he will be reassigned in accordance with the needs of the Army and his enlistment commitment will be considered fulfilled.</p> <p>h. Informed that if he is approved for enlistment for a specific band (as defined on line 6c(2) above) he is assured of a minimum 1-year tour with the band for which enlisted, provided his performance of duty continues to be satisfactory. This 1-year tour begins on the date the individual is actually assigned to the specific band.</p> <p>(1) Upon completion of the 1-year tour, continued assignment with the band will depend on satisfactory performance of duty and the needs of the service.</p> <p>(2) The enlistment commitment of bandsmen who may be reassigned for unsatisfactory performance of duty, or upon completion of the guaranteed 1-year tour, is considered fulfilled and individuals concerned are required to complete the term for which enlisted.</p> <p>i. Informed of the requirements of AR 614-3 if he is an applicant for enlistment for the United States Army Band.</p> <p>j. Advised that an applicant in CONUS may not enlist for a band in an oversea command and an applicant in an oversea command may not enlist for a band in CONUS. An applicant in an oversea command may only enlist for a band within the same oversea command provided the command has an appropriate bandsman vacancy.</p> <p>k. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.</p>
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <p>a. <i>Application and Determination of Eligibility</i></p> <p>(1) Individuals desiring to enlist for this option will submit application on DA Form 2496 (Disposition Form).</p> <p>(2) Persons who desire enlistment for one of the special bands will be processed in accordance with chapter 4, AR 600-200.</p> <p>(3) The career counselor will review application and interview applicant to establish eligibility for application for this option. The counselor will:</p> <p>(a) Insure that applicant is aware of the provisions of line 6, this table.</p> <p>(b) Verify the specific bandsman assignment for which the applicant desires enlistment.</p> <p>(c) Insure that an applicant desiring enlistment for the U.S. Army Band meets the criteria specified by AR 614-3.</p> <p>(d) Arrange a date and time for a personal audition with the bandmaster of the nearest Active Army band.</p> <p>(e) Request instructions from The Adjutant General, ATTN: AGCA, by electrically transmitted message for applicants who desire enlistment for instructor duty at the United States Army Element (CA 2525), The School of Music, Naval Amphibious Base, (Little Creek), Norfolk, Va. 23521.</p> <p>b. <i>Audition by bandmaster:</i></p> <p>(1) The bandmaster will determine the technical proficiency of the applicant, using the selection criteria prescribed by the CG, USCONARC.</p>

Line

Item

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- (2) If, in the opinion of the bandmaster, the applicant does not meet the minimum technical proficiency requirements of his instrument, he will be so advised by the bandmaster at the time of audition.
- (3) If the applicant passes the audition and is recommended for enlistment for this option, the bandmaster will give the applicant a letter containing training:
- (a) Audition score.
 - (b) Instrument by MOS.
 - (c) Recommendation that the applicant be enlisted in the Regular Army as a bandsman unassigned, or for assignment to a specific or special band, as appropriate.
 - (d) Statement that the applicant should be required to undergo advanced bandsman training at the School of Music if the bandmaster is of the opinion that the applicant would benefit justifiably from such training at the school.
- c. Processing After Audition:*
- (1) Qualified applicants who present a bandmaster's letter of recommendation for enlistment for Army Band Unassigned may be enlisted immediately.
- (a) Those persons who are already classified in a bandsman MOS will be reported for assignment instructions of the Office of Personnel Operations under the provisions of AR 614-205.
 - (b) Those persons who are not already classified in a bandsman MOS will be reported for training instructions to the Office of Personnel Operations under the provisions of AR 614-205. Report will indicate the MOS for the instrument for which enlistment was authorized and the audition score achieved.
- (2) An applicant who, after final selection for a special band under the provisions of chapter 4, AR 600-200, presents a letter of authorization from the appropriate commander will be enlisted and processed in accordance with the instructions from the appropriate commander. An electrically transmitted report will be made to the Office of Personnel Operations, ATTN: EPAD-S indicating number of persons enlisted for each special band by pay grade and MOS (to include 4th digit).
- (3) An applicant who presents a letter of recommendation from the auditioning bandmaster for enlistment for a specific band will be processed as follows:
- (a) The appropriate major commander will be advised of:
 1. Applicant's name.
 2. Service number.
 3. Military address.
 4. Audition score.
 5. Instrument by MOS.
 6. Date available for enlistment.
 - (b) Major commanders may approve requests for enlistment for specific bands within their geographical areas of responsibility based on selection criteria disseminated periodically by The Adjutant General. If he approves the application, the major commander will forward a letter of authorization for:
 1. Immediate enlistment, or
 2. Enlistment within a specified period not to exceed 3 months following date of audition.
 - (c) Those persons authorized enlistment for a specific band who are already classified in a bandsman MOS will be shipped directly to the specific band in accordance with instructions from the major commander. An electrically transmitted report will be made to the Office of Personnel Operations, ATTN: EPAD-S indicating number of persons enlisted for each specific band by pay grade and MOS (to include 4th digit).

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(d) Those persons authorized enlistment for a specific band who are not already classified in a bandsman MOS will be reported for training instructions to the Office of Personnel Operations under the provisions of AR 614-205. Report will indicate the MOS for the instrument for which enlistment was authorized, the audition score achieved, and the specific band to which destined for assignment.
		d. <i>Failure to Enlist</i> : Should an applicant for this option fail to enlist after having been authorized enlistment, the letter of authorization will be indorsed back to the approving authority indicating that enlistment has been declined.
8	SPECIAL REQUIREMENTS FOR OVERSEA COMMANDS	Persons authorized enlistment for this option while serving in an oversea command are governed by the following: <ul style="list-style-type: none"> a. Applicants may only enlist for a band assigned to the same oversea command. b. Band for which enlisted must have an appropriate vacancy. c. Enlistment commitment is considered fulfilled upon departure from the oversea command.
9	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, and VI—all applicants. Part VI—for the Bandsman Enlistment Option is DA Form 3286-15.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: <ul style="list-style-type: none"> a. <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Bandsman Enlistment Option UP table 6-13, for initial assignment (specify band to which destined for assignment or "Army Band Unassigned", as appropriate). b. <i>DD Form 4</i>: (Enlistment Contract—Armed Forces of the United States): <ul style="list-style-type: none"> (1) Item 12: Table 6-13. (2) Item 48: Bandsman Enlistment Option for initial assignment (specify, using entries as follows): <ul style="list-style-type: none"> (a) U.S. Army Band. (b) U.S. Army Field Band. (c) USMA Band. (d) U.S. Army Element (CA2525). (e) Army Band Unassigned. (f) Identify other band for which enlisted. (3) Item 56: Ref Item 48: Letter of Authorization, (Issuing headquarters) (date). (4) Copy of Letter of Authorization will be attached to original copy of DD Form 4.

Table 6-14. Practical Nurse Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	Practical Nurse Enlistment Option.
2	DESCRIPTION OF OPTION....	Promises accelerated promotion to pay grade E-5 of applicants qualified as licensed practical or vocational nurses provided required prerequisites are met.
3	AVAILABLE TO.....	Qualified male and female applicants enlisting in the Regular Army for 3, 4, 5, or 6 periods who: <ul style="list-style-type: none"> a. Are eligible for appointment to pay grade E-5 or below upon enlistment, and b. Have less than 7 years active Federal service completed in any of the Armed Forces, or c. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or d. Are first termers who: <ul style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or

<i>Line</i>	<i>Item</i>	<i>Comment</i>
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistment with no prior service.</p> <p>Applicant must:</p> <ul style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment in the Regular Army as modified by the provisions of this table. b. Have successfully completed a 1-year course in practical or vocational nursing at a State approved school. c. Have a current State license to practice nursing as a practical or vocational nurse. d. Have satisfactorily completed basic (basic combat) training.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<p>Applicant must:</p> <ul style="list-style-type: none"> a. Satisfactorily complete the medical MOS training to which assigned. b. Qualify for award and retention of MOS 91C.
6	INFORMATION TO APPLICANTS	<p>Applicant will be:</p> <ul style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Advised that upon enlistment for this option he will be assigned to the Medical Training Center, Fort Sam Houston, Tex., for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman MOS 91A if he has not previously completed such training. c. Oriented on the purpose and scope of training in MOS 91A as outlined in DA Pam 350-10 and on MOS descriptions (AR 611-201) for MOS 91A and MOS 91C. d. Informed that if not already entitled to this grade, he will be appointed to Specialist Four, pay grade E-4, upon entry into training for MOS 91A (Medical Corpsman). e. Informed that if not already entitled to this grade, he will be appointed to Specialist Five, pay grade E-5, upon successful completion of training in MOS 91A (Medical Corpsman). f. Advised that upon successful completion of training in MOS 91A and appointment to pay grade E-5, he will be awarded MOS 91C (Clinical Specialist). g. Advised that should he fail to satisfactorily complete training in MOS 91A he will be reduced to the grade held prior to entry into basic medical training and will be required to complete the term of service for which enlisted. h. Advised that upon successful completion of training he will be reassigned in accordance with the needs of the Army and no promise concerning his future assignments can be made. i. Informed that qualified applicants who have previously completed training in MOS 91A successfully are not required to undergo retraining. Such persons who enlist for this option are appointed to Specialist Five, pay grade E-5 and awarded MOS 91C immediately upon enlistment for this option. j. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <ul style="list-style-type: none"> a. <i>Verification of qualifications:</i> <ul style="list-style-type: none"> (1) The applicant's license as a practical or vocational nurse will be examined and its validity verified. (2) The applicant will be required to submit a school record which verifies the length, State approval, and successful completion of the one year nursing course required. (3) The license number and State identification will be recorded on the DD Form 4 as indicated on line 10 below. (4) All personal documents used to verify applicant's qualifications will be returned to the applicant. b. <i>Quotas:</i> No quotas apply to this option.

Line	Item	Comment
8	SPECIAL INSTRUCTIONS FOR OVERSEA COMMANDS	<p><i>c.</i> <i>Assignment:</i> Qualified persons apply for this option who have previously completed MOS 91A training successfully and who are eligible for appointment to grade E-5 and award of MOS 91C immediately upon enlistment will be reported to Headquarters, Department of the Army for assignment instructions in accordance with AR 614-205.</p> <p><i>d.</i> Processing requirements for this option in oversea commands are the same as those within CONUS except as modified by line 8 below.</p> <p><i>a.</i> Because prescribed schedules for processing oversea applicants for this option may require deferment of the option's effective date for a considerable period beyond date of enlistment, the chances of administrative error and/or broken commitments are greater than were the option to become effective immediately upon enlistment. Special care and specific controls are required to insure, to the maximum extent, that such errors do not occur.</p> <p>(1) The unit to which an individual is assigned at the time he submits request to enlist for this option is responsible for insuring compliance with the enlistment commitment.</p> <p>(2) In those cases where a change in the individual's status subsequent to reenlistment affects his eligibility for enlistment for this option, the individual must be advised and assisted in the selection an additional option for which qualified.</p> <p><i>b.</i> Enlistments will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the oversea command. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p> <p><i>c.</i> Notwithstanding the provisions of AR 614-30, first termers indicated on lines 3<i>d</i>(1), (2), and (3) of this table who are enlisted for the Practical Nurse Enlistment Option while serving in an oversea command will be governed by the following:</p> <p>(1) Enlistment for this option entails mandatory return to CONUS if $\frac{3}{4}$ of the prescribed oversea tour has been completed, or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first.</p> <p>(2) Applicant receives credit for a completed oversea tour.</p> <p><i>d.</i> Those persons serving in oversea commands with more than 4 years service for pay and less than 7 years active Federal service who are authorized to enlist for his option must complete the prescribed tour for the area in which serving before the option becomes effective.</p> <p><i>e.</i> Those persons serving in oversea commands with less than 4 years service for pay completed who are not first termers as defined in lines 3<i>d</i>(1), (2), and (3) above, and who desire enlistment for this option will be enlisted prior to scheduled departure date from the oversea command.</p>
9	STATEMENTS FOR ENLISTMENT REQUIRED	<p>Parts I, II, IV, & VI—all applicants. Part V—if applicable (all female applicants). Part VI—for the Practical Nurse Enlistment Option is DA Form 3286-16-R (image size 7 x 9$\frac{3}{4}$ inches) which will be reproduced locally on 8- by 10$\frac{1}{2}$-inch paper a sample of which follows this table. (fig. 6-1).</p>
10	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p><i>a.</i> <i>Orders:</i> Enlistment orders will specify applicant is an enlistee for the Practical Nurse Enlistment Option UP table 6-14, and will include the following additional information:</p> <p>(1) For applicants who require MOS 91A training, orders will reassign individual to the Medical Training Center, Fort Sam Houston, Tex. for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.</p> <p>(2) For applicants who have successfully undergone MOS 91A training previously, orders will assign the individual in accordance with OPO assignment instructions.</p> <p><i>b.</i> <i>DD Form 4 (Enlistment Contract—Armed Forces of the United States):</i></p> <p>(1) Item 12: Table 6-14.</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		(2) Item 48: Practical Nurse Enlistment Option.
		(3) Item 56: Ref Item 48: Currently licensed as a practical (or vocational) nurse per (State) nurse license certificate (number) expiration date (date).

Table 6-15. *In-Service Drill Sergeant Enlistment Option*

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION -----	In-Service Drill Sergeant Enlistment Option.
2	DESCRIPTION OF OPTION.	This option is for an 18 month stabilized tour of duty at one of three training centers of choice provided applicant completes the drill sergeant course and is accepted as a drill sergeant.
3	AVAILABLE TO -----	Qualified male enlisted applicants serving overseas enlisting for 4-, 5-, or 6-year periods regardless of length of service who: <ol style="list-style-type: none"> a. Are serving in pay grades E-4 through E-7. b. Will complete unaccompanied normal oversea tours of duty in short tour areas.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. <i>Combat Arms personnel.</i> <ol style="list-style-type: none"> (1) Possess demonstrated proficiency in present MOS (primary or secondary), and have a GT score of 90 or above. (2) Physically qualified to perform trainer duties. Last physical combat proficiency test (PCPT) score must be at least 300. (3) Good military bearing. (4) Must have demonstrated leadership and soldierly qualities. (5) Must have no record of disciplinary action during current term of service which, in the opinion of his unit commander, may adversely affect his performance as a drill sergeant. (6) No record of emotional instability. (7) Not over 39 years of age. (8) Fluent in English. (9) Personnel serving as specialist must be eligible for appointment as Acting NCO's. (10) Must not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. b. <i>Other than Combat Arms personnel.</i> <ol style="list-style-type: none"> (1) Serving in surplus or balanced MOS contained in DA Circular 611-4 providing such individuals are not drawing proficiency pay (Specialty). (2) Meet prerequisites outlined in a above.
5	INFORMATION TO APPLICANTS	Applicant will be: <ol style="list-style-type: none"> a. Informed of the provisions of lines 1 through 4 above. b. Informed of the complete procedure for enlisting for this option. c. Informed that if he will complete a normal oversea tour of duty but is not eligible for separation, he may be discharged for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate enlistment. ★d. <i>Rescinded.</i> e. Informed that if he enlists prior to completion of 21 months active Federal service (chap. 10, AR 600-200) he will permanently lose his entitlement to the Variable Reenlistment Bonus. Normal processing procedures except as modified by the provisions of this table.
6	OPTION PROCESSING PROCEDURES	a. <i>Application and Determination of Eligibility.</i> <ol style="list-style-type: none"> (1) Applicants desiring to enlist for this option will submit application or DA Form 2496 (Disposition Form) and will include the following information: <ol style="list-style-type: none"> (a) Name. (b) Grade. (c) SN/SSAN. (d) PMOS.

Line	Item	Comment
		(e) ETS.
		(f) BPED.
		(g) DEROS.
		(h) BASD.
		(i) Citizenship.
		(j) Marital status.
		(k) Number of dependents.
		(l) Number of months overseas.
		(m) DDALV desired.
		(n) Desired assignment (3 choices of training centers).
		(2) The Army career counselor will assist the applicant as necessary in the preparation of application and will verify the items of personnel data reported.
	b. <i>Obtaining Assignment Instructions.</i>	
	(1) <i>When:</i> Request will be made not earlier than 6 months nor later than 1 month prior to completion of normal oversea tour.	
	(2) <i>How.</i>	
	(a) Assignment authorizations will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPADR-I, telephone OXford 5-7291. AUTOVON (AUTOVON Voice Network) lines will be used to the maximum.	
	(b) Upon receipt of a telephone call or communication requesting assignment authorization for a specific training center, the Office of Personnel Operations will determine CONUS requirement. If a requirement does not exist at any of the three choices, an alternate assignment will be offered prospective reenlistee.	
	(3) <i>What:</i>	
	(a) In his request for assignment instructions, the career counselor will report the personnel data required in a above and reenlistment date.	
	(b) When authorization to enlist for this option is granted, the career counselor will be certain that he has obtained the following information:	
	1. Assignment Control Number (ACN). This number will be used in enlistment orders and recorded on DD Form 4 as prescribed by line 8 below.	
	2. Training center for which enlistment is authorized.	
	3. Name of individual in OPO approving request and date of approval.	
	c. <i>Failure to Enlist:</i>	
	(1) Should an applicant for this option fail to enlist for the authorized assignment, a report of cancellation will be made immediately to OPO.	
	(2) Report may be made by telephone, electrically transmitted message, or written communication, and will include individual's name and Assignment Control Number (ACN).	
	d. <i>Promotion or Demotion:</i>	
	(1) Personnel who are promoted or demoted following selection of this option, but before accomplishing reenlistment, will be reported for a new assignment authorization in accordance with above.	
	(2) If a change in the individual's grade and/or MOS subsequent to reenlistment and prior to reporting to the new scheduled duty station makes the individual no longer qualified to fill a requirement at that station, it is possible that he may not be ordered to his Station of choice.	
	e. Enlistment will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the oversea command. Personnel records will be transmitted in accordance with the provisions of AR 640-10.	

Line	Item	Comment
7	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part VI—for the In-Service Drill Sergeant Enlistment Option is DA Form 3286-20-R (image size 7 x 9 3/4 inches) (fig. 6-2) which will be reproduced locally on 8- by 10 1/2-inch paper.
8	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: <ul style="list-style-type: none"> a. <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Drill Sergeant Enlistment Option UP table 6-15 and include additional information as follows: <ul style="list-style-type: none"> (1) Assignment Control Number (ACN). (2) Date of authorization. (3) Training center to which assigned. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): <ul style="list-style-type: none"> (1) Item 12: Table 6-15. (2) Item 48: Drill Sergeant Enlistment Option with assignment to (specify as indicated in assignment authorization). (3) Item 56: Ref Item 48: Authorization for assignment ACN (number) per DA instrument of authority (date).

Table 6-16. In-Service Enlistment Option for WAC Training Sergeant/Instructor Duty

Line	Item	Comment
1	NAME OF OPTION.....	In-Service Enlistment Option For WAC Training Sergeant/Instructor Duty.
2	DESCRIPTION OF OPTION.....	<ul style="list-style-type: none"> a. Promises initial assignment to duty as a WAC Training Sergeant or instructor at the United States Women's Army Corps Center (USWACC), or United States Women's Army Corps School (USWACS), Fort McClellan, Ala. b. Initial assignment is for a stabilized period of 24 months. c. Promotion as follows: <ul style="list-style-type: none"> (1) Individuals entering this program in grade E-4 will be promoted to grade E-5 after 30 days outstanding performance of duty. Promotions will be made without regard to time in grade/service and Department of the Army quota. (2) Individuals entering this program in grade E-5 will be promoted to E-6 after 4 months of outstanding performance of duty. Promotions will be made without regard to time in grade/service and Department of the Army quota. (3) Individuals entering this program in grade E-6 may be promoted to E-7 if otherwise qualified under criteria established in AR 600-200. Department of the Army quotas are required. (4) An individual may receive only one promotion under this authority.
3	AVAILABLE TO.....	Qualified female applicants immediately reenlisting in the Regular Army for 3-, 4-, 5-, or 6-year periods who: <ul style="list-style-type: none"> a. Have 30 months continuous service of which 2 years have been served at stations other than the WAC Center of WAC School, Fort McClellan, Ala. b. Are serving in pay grade E-4 through E-7.
4	PREREQUISITES WHICH MUST BE MET BEFORE REENLISTMENT	Applicant must: <ul style="list-style-type: none"> a. Possess minimum profile 111121, with no temporary or permanent limitations for assignment to duties requiring marching, prolonged standing, or physical exercise. b. Must have recorded GT score of 100 or higher. c. Possess excellent personal appearance and military bearing. d. Have demonstrated leadership potential. e. Have excellent conduct and efficiency ratings during current term of service and be recommended by her unit commander. f. Have no record of emotional instability. g. Be 39 years of age or less. h. Meet basic eligibility requirements for reenlistment as modified by the provisions of this table and be accepted for this duty by the CO, US WAC Center, Fort McClellan, Ala. i. Not be receiving proficiency pay (specialty).

Line	Item	Comment
5	INFORMATION TO APPLICANTS	<p>Applicants will be informed of the following:</p> <ul style="list-style-type: none"> a. Provisions of lines 1 through 4 above. b. Complete procedures for reenlisting for this option. c. Those EW serving as specialists in Grades E-6 and E-7 may only apply for Instructor positions under this option. d. When an NAC has not been completed, their desire to reenlist for this option must be stated a minimum of 120 days prior to expected reenlistment date to provide adequate time for completion of NAC and required processing. e. Applicants not eligible for separation are authorized discharge for the convenience of the Government UP of AR 635-200 for the purpose of immediate (within 24 hours) reenlistment for this option.
6	OPTION PROCESSING PROCEDURES	<p>★f. Rescinded.</p> <ul style="list-style-type: none"> a. Applicant will: <ul style="list-style-type: none"> (1) In CONUS, submit an application through channels to the appropriate major commander. Applications will be forwarded by major commanders to the CO, USWACC. Personnel in CONUS must be eligible for PCS in accordance with fiscal year limitations only. (2) In oversea commands, submit an application through channels to the major oversea commanders not earlier than 8 months, or later than 6 months prior to completion of oversea tour. Application will be forwarded by major oversea commanders to the CO, USWACC. (3) Include a statement indicating choice of duty assignment as instructor, platoon sergeant, or either. In addition to this information required by paragraph 21b, AR 614-6, the GT score and SSAN will be included in the forwarding indorsement. b. Applicants unit commander will forward with a recommendation indicating EW's leadership potential for the choice of duty indicated and EW's conduct and efficiency rating. c. Applications will include a recent 8 x 10 full length photograph of the individual. d. Applications will not be disapproved by an intermediate headquarters prior to submission to the CO, USWACC, unless an obvious disqualifying factor, previously overlooked by the serving personnel officer is discovered. e. The Commanding Officer, USWACC will forward approved applications to the Chief of Personnel Operations, ATTN: EPADR-IW, for personnel grade E-6 and below and ATTN: EPADS, for personnel grade E-7 for assignment instructions. f. Upon receipt of assignment instructions, applicant will undergo normal reenlistment processing.
7	STATEMENTS FOR ENLISTMENT	<p>Parts I, II, IV, & V-DA Form 3286. Part VI—for the In-Service Enlistment Option for WAC Training Sergeant/Instructor Duty is DA Form 3286-21-R (image size 7 x 9$\frac{1}{8}$ inches) (fig. 6-3) which will be reproduced locally on 8- by 10$\frac{1}{2}$-inch paper.</p>
8	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for reenlistment for this option will contain entries as follows:</p> <ul style="list-style-type: none"> a. <i>Orders</i>: Reenlistment orders will specify applicant is an enlistee for the In-Service Enlistment Option for WAC Training Sergeant/Instructor Duty UP table 6-16. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): <ul style="list-style-type: none"> (1) Item 12: Table 6-16. (2) Item 48: In-Service Enlistment Option for WAC Training Sergeant/Instructor Duty with initial assignment to USWACC Fort McClellan, Ala. (3) Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).

CHAPTER 7

PREPARATION OF RECORDS AND FORMS

Section I. MISCELLANEOUS

7-1. General. This chapter provides instructions for the preparation and disposition of various records and forms initiated at the time of enlistment, amendment, and/or extension in the Regular Army. The need for accuracy and completeness in the preparation of these documents cannot be overemphasized. All persons sharing in the responsibility for the preparation, custody, and transmission of these documents must be impressed with the importance of this function.

a. All required forms will be completed and assembled at the place of enlistment. Entries on one form will be compared with similar entries on other forms and when a discrepancy is noted it will be called to the attention of the applicant for verification.

b. The correctness of entries on basic forms will be firmly established before signatures are obtained. Necessary corrections will be initialed by the applicant and by the enlisting officer.

7-2. Statements for enlistment. Statements for enlistment constitute an integral part of the enlistment contract. Unless otherwise prescribed for a specific option, these statements will be prepared and signed in duplicate and will be securely fastened to the original and duplicate copies of the DD Form 4. The statements are designed to preclude the possibility of erroneous enlistments, broken enlistment commitments, and misunderstandings concerning entitlements, assignments, and other matters relating to the enlistment contract. The Statements for Enlistment consists of six parts as follows:

a. Part I—General Statement of Understanding, DA Form 3286 (Statements for Enlistment (Parts I through V)). This part will be completed by all applicants, male and female, who enlist in the Regular Army.

b. Part II—Statement of Law Violations and Previous Conditions (DA Form 3286). This part will be completed by all applicants, male and female, who enlist in the Regular Army.

c. Part III—Acknowledgment of Service Obligation Under Military Selective Service Act of 1967 (DA Form 3286). This part will not be used.

d. Part IV—Dependency Statement (DA Form 3286). This part will be completed by all applicants, male and female, who enlist in the Regular Army.

e. Part V—Marriage Statement (DA Form 3286). This part will be completed by all female applicants who enlist in the Regular Army.

f. Part VI—(Specific Option as Indicated in Chapter 6) (DA Forms 3286-1 through 3286-23) (chap. 6). Part VI consists of a statement of understanding pertaining to the specific option for which the applicant is enlisting. It outlines the conditions of the commitment being made to include a precise statement of the promise made to the individual by the Army and a detailed statement of the requirements the individual must fulfill in order for the promise to be kept.

7-3. DD Form 53 (Notification of Entry Into Active Military Service). This form will be prepared for each applicant, male and female, who enlists in the Regular Army. The form will be prepared in accordance with instructions contained in AR 601-49.

7-4. DD Form 98 (Armed Forces Security Questionnaire). This form will be completed by all applicants, male and female, who enlist in the Regular Army. The form will be completed in accordance with instructions contained in AR 604-10 prior to execution of the oath of enlistment.

a. Each applicant will be given the orientation prescribed by AR 601-270. Such additional explanation as may be necessary will be afforded those applicants who have questions as to the meaning of any part of the form. Applicants will be provided adequate time to review the entire form thoroughly. Applicants will complete the DD Form 98 in their own handwriting and in accordance with the instructions on the form. The form will be witnessed by a commissioned or warrant officer.

b. Unless a determination in favor of unqualified acceptance has been made under AR 604-10, it will be presumed that an applicant's enlistment would not be clearly consistent with national security when he:

- (1) Refuses to sign the DD Form 98, or
- (2) Signs the DD Form 98 but claims Federal Constitutional privilege under the 5th Amendment or Article 31, Uniformed Code of Military Justice, or
- (3) Declines to furnish the requested information for other reasons.

c. A DD Form 98 which is fully completed without qualification will be attached to the duplicate copy of the enlistment contract. Applicants who refuse to complete or who qualify the DD Form 98 (see AR 604-10), will not be accepted for enlistment in the Regular Army. In such cases, the DD Form 98 will be forwarded through intelligence channels to the United States Army Security Group, Fort Holabird, Baltimore, Md., as provided for in AR 604-10.

7-5. Oath of Extension of Enlistment (DA Form 1695). The DA Form 1695 is prepared when a member of the Regular Army or member of the U.S. Army Reserve extends his current Regular Army or Reserve enlistment, as appropriate. The oath is executed in duplicate by the enlisted person and sworn to before a commissioned officer. The extension of enlistment will be recorded on appropriate personnel records and the DA Form 1695 will be disposed of as indicated below:

a. The extension of term of enlistment will be indicated on the morning report prepared for the date when extension is accomplished and will show the term and date of original enlistment or amended enlistment and period of extension.

b. The extension of enlistment will be recorded in the Enlisted Qualification Record as prescribed in AR 600-200.

c. The original of the DA Form 1695 will be attached to the morning report of the individual's organization for that day and forwarded to the servicing data processing unit for processing. After processing, the original oath of extension will be disposed of by the data processing unit in accordance with AR 330-15.

d. The duplicate copy will be attached to the duplicate copy of the Enlistment Contract—Armed Forces of the United States (DD Form 4) and filed in the individual's MPRJ in accordance with AR 640-10.

Section II. GENERAL INSTRUCTIONS PERTAINING TO DD FORM 4

7-6. General. Before an applicant signs the enlistment contract the oath of enlistment will be administered and the enlisting officer will explain the exact terms of training or initial assignment agreement and the period of service.

a. The enlisting officer will carefully explain the individual's liability with regard to any false representations made in statements by the applicant. During the interview, it will be made clear to the applicant that entries on DA Form 3286, Part II—Statements for Enlistment (Statement of Law Violations and Previous Conditions) will include any conviction, regardless of the fact that conviction may have been

expunged, pardoned, or otherwise "wiped out" by the civil court after a period of probation.

b. The enlisting officer will insure that no promises have been made to applicants, either direct or implied, which cannot be substantiated by appropriate regulations. If it is found that applicants have any misunderstanding about the extent of their full enlistment commitment, a detailed explanation will be furnished by the enlisting officer.

7-7. Preparation instructions for DD Form 4 (Enlistment Contract—Armed Forces of the United States). a. Blue-black or black ink,

typewriter or automatic writing machine equipment will be used in preparation of the enlistment contract. The utmost care will be exercised in the preparation of the form in order to eliminate the need for subsequent correction. Any corrections and/or erasures will be initialed by the applicant and by the enlisting officer.

b. Each item will be completed in accordance with instructions outlined below.

c. Overprinting of fixed information on DD Form 4 may be accomplished as prescribed in AR 310-1. The use of rubber stamps is also permitted; however, the use of facsimile rubber stamp signatures is prohibited. Overprinting or the use of rubber stamps is optional. When accomplished, however, it will be limited to the following entries: Items 4, 9, and 15. Branch/Class and Component; Name and Location of Activity Effecting Enlistment/Reenlistment/Induction; and, Accepted at, may be overprinted or rubber stamped.

d. The August 1966 edition of the DD Form 4 will be administratively corrected, as used, by changing the period to a comma and adding the following words at the end of item 53: "or such other period authorized by law."

7-8. Disposition instructions. Disposition of the enlistment contract and accompanying forms will be made as follows:

a. *Original.* The original enlistment contract will be inscribed or stamped in the upper right corner with the name of the individual's first duty station and will be attached to the morning report and forwarded to the serving data processing unit, as prescribed in AR 335-60, together with appropriate statements and documents required by AR 335-60.

b. *Duplicate copy.* The duplicate copy of the enlistment contract, together with required forms and documents, will be filed in the member's MPRJ.

c. *Triplicate copy.* The triplicate copy of the enlistment contract will be forwarded on date of enlistment to the commander having responsibility for preparation of the Recruiting Progress Report in accordance with AR 601-285. Under no circumstances will the triplicate copy be forwarded to Headquarters, Department of the Army.

d. *Quadruplicate copy.* (1) If enlistee is a member of a Reserve component, the quadruplicate copy will be forwarded to the appropriate authority listed in section IX, chapter 4, AR 601-210. When required by section IX, chapter 4, the enlistment contract will be accompanied by a DD Form 368 (Request for Discharge or Clearance from Reserve Component).

(2) If the enlistee is a member of the Army National Guard the quadruplicate copy will be forwarded to the appropriate State adjutant general together with a copy of the DD Form 368, if appropriate.

7-9. Completion of DD Form 4 upon amendment of a Regular Army enlistment. Amendments will be accomplished in accordance with the instructions in paragraph 7-10. Only those items listed in table 7-1 must be completed. The entries in these items will be the same as the entries appearing on the contract which is being amended except:

a. The words "AMENDED ENLISTMENT" will be typewritten in upper case letters in the upper left corner of the new enlistment contract.

b. Item 4 will indicate "Increasing Enlistment."

c. Item 6 will indicate the date contract is amended.

d. Item 7 will indicate the total number of years for the current contract as amended.

e. Item 49 will indicate without regard to columnar headings: grade, and date and term of last enlistment.

f. Item 57, line 1 of the Oath of Enlistment will be amended by deleting the word "enlisted" and substituting directly above the wording, "increased my enlistment." Enlistee will initial the change.

7-10. Completion of DD Form 4 for Regular Army members immediately reenlisting. For Regular Army members who reenlist at the station or discharge on the day following discharge from the Regular Army, (immediate reenlistment), a new Enlistment Contract (DD Form 4) will be completed in triplicate in accordance with the provisions of table 7-1. The words "IMMEDIATE REENLISTMENT" will be typewritten in upper case letters in the upper left corner of the new enlistment contract.

Table 7-1. Instructions for Completing DD Form 4 Upon Immediate Reenlistment in the Regular Army

- | Item | Entry | Reference | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------|--|----------------------|-----------|-------------|-----|-----|----------------|-----|-----|-----------------|-----|-----|----------------|-----|-----|-----------------|-----|-----|----------------------|-----|-----|------------------|-----|-----|--------------|-----|-----|----------------------|-----|-----|----------------|-----|-----|--------------|-----|-----|----------|-----|-----|--------------|-----|-----|----------|-----|-----|--------------|-----|-----|---------------------|-----|-----|---------|-----|-----|---------|--|
| 1 | SERVICE NUMBER:
a. Enter the service number, with prefix, assigned to the individual. Do not space between the prefix and the first digit or between digits.
b. The service number originally assigned to an enlisted person in the Army National Guard, Air National Guard, AUS, RA, USAF, AFUS, USAR, or USAF Reserve will be retained or reassigned to the individual with appropriate prefix, upon enlistment or reenlistment in the Regular Army.
c. SAMPLE ENTRY: RA14328782 | AR 600-2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | HIGHEST SCHOOL GRADE COMPLETED: NA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | RATE/GRADE:
a. Enter from the table below, the grade abbreviation, and pay grade for the permanent grade in which enlisted: | AR 600-200 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Abbreviation</th> <th>Pay grade</th> <th>Designation</th> </tr> </thead> <tbody> <tr><td>SGM</td><td>E-9</td><td>Sergeant Major</td></tr> <tr><td>MSG</td><td>E-8</td><td>Master sergeant</td></tr> <tr><td>1SG</td><td>E-8</td><td>First sergeant</td></tr> <tr><td>MSG</td><td>E-7</td><td>Master sergeant</td></tr> <tr><td>SFC</td><td>E-7</td><td>Sergeant First Class</td></tr> <tr><td>PSG</td><td>E-7</td><td>Platoon sergeant</td></tr> <tr><td>SP7</td><td>E-7</td><td>Specialist 7</td></tr> <tr><td>SFC</td><td>E-6</td><td>Sergeant First Class</td></tr> <tr><td>SSG</td><td>E-6</td><td>Staff sergeant</td></tr> <tr><td>SP6</td><td>E-6</td><td>Specialist 6</td></tr> <tr><td>SGT</td><td>E-5</td><td>Sergeant</td></tr> <tr><td>SP5</td><td>E-5</td><td>Specialist 5</td></tr> <tr><td>CPL</td><td>E-4</td><td>Corporal</td></tr> <tr><td>SP4</td><td>E-4</td><td>Specialist 4</td></tr> <tr><td>PFC</td><td>E-3</td><td>Private First Class</td></tr> <tr><td>PVT</td><td>E-2</td><td>Private</td></tr> <tr><td>PVT</td><td>E-1</td><td>Private</td></tr> </tbody> </table> | Abbreviation | Pay grade | Designation | SGM | E-9 | Sergeant Major | MSG | E-8 | Master sergeant | 1SG | E-8 | First sergeant | MSG | E-7 | Master sergeant | SFC | E-7 | Sergeant First Class | PSG | E-7 | Platoon sergeant | SP7 | E-7 | Specialist 7 | SFC | E-6 | Sergeant First Class | SSG | E-6 | Staff sergeant | SP6 | E-6 | Specialist 6 | SGT | E-5 | Sergeant | SP5 | E-5 | Specialist 5 | CPL | E-4 | Corporal | SP4 | E-4 | Specialist 4 | PFC | E-3 | Private First Class | PVT | E-2 | Private | PVT | E-1 | Private | |
| Abbreviation | Pay grade | Designation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SGM | E-9 | Sergeant Major | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MSG | E-8 | Master sergeant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1SG | E-8 | First sergeant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MSG | E-7 | Master sergeant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SFC | E-7 | Sergeant First Class | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PSG | E-7 | Platoon sergeant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SP7 | E-7 | Specialist 7 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SFC | E-6 | Sergeant First Class | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SSG | E-6 | Staff sergeant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SP6 | E-6 | Specialist 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SGT | E-5 | Sergeant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SP5 | E-5 | Specialist 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CPL | E-4 | Corporal | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SP4 | E-4 | Specialist 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PFC | E-3 | Private First Class | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PVT | E-2 | Private | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PVT | E-1 | Private | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | b. SAMPLE ENTRIES: CPL E-4, SP5 E-5. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | BRANCH/CLASS AND COMPONENT:
a. Make entry for COMPONENT only. For Regular Army male and female personnel, enter RA.
b. SAMPLE ENTRY: RA | None. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | LAST NAME—FIRST NAME —MIDDLE NAME
a. Enter, in capital letters, the applicant's full name in the following order: Last name, first name, middle name. The spelling will be verified.
b. When "JR," "II", or other similar designation is used, it will appear as the last entry.
c. If the document from which the applicant's name was obtained shows that he was named with an initial or initials rather than name or names, indicate this by entering the initial or initials only. The abbreviations NMN (no middle name), NMI (no middle initial), or IO (initial(s) only), will not be used.
d. A space will be left between each part of the name.
e. If the applicant has a compound name, enter a hyphen (-) between the two parts of the compound name.
f. If the applicant has a name with a prefix immediately followed by a capital letter, the name will be entered with a space after the prefix.
g. If the applicant's name contains an apostrophe, the name will be entered without an apostrophe or space.
h. SAMPLE ENTRIES: SWIFT BENJAMIN FRANK
JONES EDWARD KEITH JR
BROWN J E
DIAZ-ROMERO LOUIS ROBERT
McDuff will be recorded as MC DUFF
O'Brien will be recorded as OBRIEN | AR 600-2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | DATE OF ENLISTMENT/INDUCTION:
a. Enter the day, month, and year on which the enlistment is accomplished. This date will be the same as the date shown in the Oath of Enlistment, item 57.
b. The first three letters will be used as abbreviation for the month of enlistment.
c. SAMPLE ENTRIES: 9 July 1967 will be recorded as 09/Jul/67
10 November 1967 will be recorded as 10/Nov/67 | AR 601-280 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

- Item* *Entry*
- 7 **TERM OF ENLISTMENT/INDUCTION:** Reference: None.
 a. Enter on the line preceding the work "Years," the code which designates the period of enlistment, as shown below:
- | <i>Term of enlistment</i> | <i>Code</i> |
|---------------------------|-------------|
| 2 years..... | 2 |
| 3 years..... | 3 |
| 4 years..... | 4 |
| 5 years..... | 5 |
| 6 years..... | 6 |
- b. The entry in this item must be the same as that shown in the Oath of Enlistment, item 57.
 c. Do not use block pertaining to minority.
- 8A **MARITAL STATUS:** NA
 8B **NUMBER DEPENDENTS:** NA
- 9 **NAME AND LOCATION OF ACTIVITY EFFECTING ENLISTMENT/REENLISTMENT/INDUCTION:** Reference: None.
 a. Enter the name and location of the military installation accomplishing the reenlistment.
 b. **SAMPLE ENTRIES:** Fort Ord, Calif.
- 10 **AFQT SCORE:** NA
 11 **ENLISTED/REENLISTED/INDUCTED:** Reference: Chapter 1, AR 601-280.
 Enter an X in the REENL block.
- 12 **AUTHORITY FOR ENLISTMENT/REENLISTMENT/INDUCTION:** Reference: None.
 a. Enter the authority under which reenlisted.
 b. **SAMPLE ENTRIES:** Table 6-3. AR 601-2860; AR 601-226.
- 13 **TERM OF ACDU (RESERVE ONLY):** NA
 14 **ACTIVE/INACTIVE STATUS (RESERVE ONLY):** NA
 15 **ACCEPTED AT:** NA
 16 **DATE MILITARY OBLIGATION INCURRED:** NA
 17 **PMOS/AFS/CODE/MOD:** Reference: Chapter 5, AR 601-280.
 For former officers and warrant officers enter the MOS code determined under the provisions of chapter 5.
- 18 **RELIGION:** NA
 19 **SOCIAL SECURITY ACCOUNT NUMBER:** NA
 20 **CONTRACT DUTY LIMITATIONS:** Reference: None.
 a. Enter contract and/or duty limitations, if applicable. If not applicable, enter "NA."
 b. **SAMPLE ENTRY:** Combat-Wounded Veteran, AR 616-41.
- 21 **DATE OF BIRTH:** Reference: AR 600-2.
 a. Date of birth will be recorded in the following order; day, month, and year.
 b. The first three letters will be used as abbreviation for the month of birth; the last two digits will identify the year of birth.
 c. **SAMPLE ENTRY:** 6 June 1945 will be recorded as 06/Jun/45.
- 22 **CITIZENSHIP:** NA
 23 **PLACE OF BIRTH:** NA
 24 **DATE OF TRANSFER:** NA
 25 **PHYSICAL PROFILE:** Reference: AR 40-501
 a. Enter from item 76, Standard Form 88 (Report of Medical Examination) the physical profile and physical category.
 b. **SAMPLE ENTRY:** 111111A
- 26 **UNTITLED ITEM:** NA
 27 **TRANSFER TO (ACTIVITY AND LOCATION):** NA
 28 **UNTITLED ITEM:** NA
 29 **DATE LAST DISCHARGED/RELIEVED FROM ACTIVE DUTY:** NA
 30 **SERVICE FROM WHICH LAST DISCHARGED:** NA
 31 **UNTITLED ITEM:** NA
 32 **UNTITLED ITEM:** NA
 33 **TYPE OF LAST DISCHARGE:** NA
 34 **UNTITLED ITEM:** Reference: None.
 Enter the type of waiver granted using the following abbreviations or the word "None", as applicable:

<i>Entry</i>	<i>Reason</i>
W.....	Waiver other than moral waiver.
MW(T).....	Moral waiver for traffic violations.
MW(C).....	Moral waiver for juvenile offenses and civil court convictions other than felonies.
MW(F).....	Moral waiver for felony convictions/adjudications by a civil court.

<i>Entry</i>	<i>Reason</i>
MW(A).....	Moral waiver for lost time (prior and in-service personnel).
MW(D).....	Moral waiver for previous disqualifying separation.
MW.....	Moral waiver for reasons other than as indicated above.
NONE.....	When no waiver is required.

- Item* *Entry*
- 35 DATE OF RATE/GRADE: NA
- 36 SELECTIVE SERVICE NUMBER: NA
- 37 RATE/GRADE APPOINTED/REAPPOINTED: Reference: None.
- a. When the individual is entitled to immediate appointment to a temporary grade higher than the permanent grade (item 3), enter the temporary grade and pay grade authorized.
- b. Use grade abbreviations and pay grades as indicated in item 3.
- c. If not applicable, enter NA.
- d. SAMPLE ENTRY: CPL E-4
- 38 SELECTIVE SERVICE LOCAL BOARD: NA
- 39 BASIC ACTIVE SERVICE DATE/ACTIVE DUTY BASE DATE: NA
- 40 TOTAL ACTIVE FEDERAL SERVICE: Reference: DODPM
- a. Include all active duty in a regular component of any of the Armed Forces, active duty as an inductee or as a member of a Reserve component on active duty training pursuant to RFA 55, REP 63, or similar program for which a DD Form 214 was issued.
- b. SAMPLE ENTRY: 5 years 11 months 16 days
- 41 HOME OF RECORD: Reference: None.
- a. Enter the complete address for the individual's permanent home or legal residence to include, if applicable, house number and street, RFD and Box number, city, town, county, state and zip code.
- b. SAMPLE ENTRY: 1234 East Street, Balmora, Stevens, Idaho 82104.
- 42 BASIC PAY ENTRY DATE/PAY ENTRY BASE DATE: NA
- 43 TOTAL INACTIVE FEDERAL SERVICE: Reference: DODPM
- a. For persons with no prior service and prior service personnel with no inactive Federal Service, enter NA.
- b. For prior service personnel with verified inactive service, enter in the appropriate spaces, the number of years, months, and days of such service.
- c. For prior service personnel with unverified inactive service, enter "00" for day, month, and year. Such service will be verified by the Active Army unit of assignment.
- d. SAMPLE ENTRY: 2 years 9 months 2 days.
- 44 MENTAL TEST SCORES: Reference: None.
- a. *Prior Service personnel.*
- (1) For male persons immediately reenlisting, enter the three highest aptitude area scores as recorded on DA Form 20.
- (2) For female applicants immediately reenlisting, enter the two highest aptitude area scores as recorded on DA Form 20.
- (3) If there is no record of prior testing available, enter NA.
- b. SAMPLE ENTRIES: MM 135; EL 124; GT 120
- 45 SEX: Reference: None.
- Enter M for Male, F for Female.
- 46 RACE: Reference: None.
- a. Race entries will be limited to one of the following abbreviations:
- | <i>Designation</i> | <i>Abbreviation</i> |
|--------------------|---------------------|
| Caucasian..... | CAU |
| Negroid..... | NEG |
| other..... | OTHER |
| Unknown..... | UNK |
- b. SAMPLE ENTRIES: CAU, NEG, OTHER
- 47 CODE: NA No entry required.
- 48 UNTITLED ITEM: Reference: None
- a. Enter enlistment option to reflect the initial assignment or specific assignment and/or training authorized for enlistment under specific programs outlined in chapter 6 or other special recruiting directives.
- b. The entry in this item and that which the enlistee writes in Part VI—Statements for Enlistment must be identical.
- c. SAMPLE ENTRIES:
- (1) If reenlisted to fill own vacancy enter: REEN FOR PRESENT DUTY ASSIGNMENT.
- (2) If reenlisted for Regular Army without an option, enter, as appropriate:
REGULAR ARMY or REGULAR ARMY-WAC.

- | <i>Item</i> | <i>Entry</i> | |
|------------------------------|--|------------------|
| | (3) If reenlisted for an Army Career Group or school course of choice:
ARMY CAREER GROUP 11 Infantry-Armor CRS 646-427.1—Aircraft Armament Repair. | |
| 49 | PRIOR SERVICE:
Enter the following, without regard to columnar headings:
Date of discharge or release, type of discharge, grade, organization at time of separation and date and term of last enlistment. | Reference: None. |
| 50 }
51 }
52 }
53 } | NA No entries required. | |
| 54 | UNTITLED ITEM:
Complete statement by entering in the space provided after the word "indicated," the words "in attached Statements for Enlistment". | Reference: None. |
| 55 | UNTITLED ITEM:
a. <i>Signature of Applicant.</i>
(1) The applicant will affix his signature in the space provided on the right side of the form "Signature of Applicant."
(2) The applicant will sign his full name using the same names as are entered in item 5 and in the following order: first name, middle name, and last name.
b. <i>Signature of Witness.</i>
(1) The witness will be a member of the Armed Forces.
(2) The witness will observe the applicant sign his name prior to signing in the witness space.
(3) The witness will affix his signature in the space provided on the left side of the form "Signature of Witness."
(4) The typed name of the witness will be entered in this space in the manner in which the witness formally signs his name (Payroll signature).
c. SAMPLE ENTRY: None. | Reference: None. |
| 56 | REMARKS:
a. Enter authority for grades shown in items 3 and/or 37.
b. Reference item 41—Home of Record:
If current home address is other than home of record, enter in this item "Current home address....."
c. Reference item 34—Entitled Item:
If applicable, enter type and authority for waiver granted under the provisions of chapter 3.
d. Enter continuation of any preceding item requiring additional space. Precede such entries with "REF ITEM (Item No.)". | Reference: None |
| 57 | OATH OF ENLISTMENT (For service in Regular or Reserve component of the Armed Forces except National Guard or Air National Guard):
a. Prior to completing this item, the enlisting officer will:
(1) Examine any documentary evidence required for completion of entries on DD Form 4.
(2) Note any waivers granted, and attach copy of waiver to original enlistment contract.
(3) Insure that any entries involving promises and conditions not authorized by regulations are resolved prior to enlistment.
b. The enlistee will:
(1) Initial any promises withdrawn by reason of discussion with the enlisting officer.
(2) Initial words and figures representing term of enlistment.
(3) Sign, in block labeled "Signature", full name, using first, middle, and last name in that order. Signature will be verified name as typed in this item and in item 5.
(4) Not sign oath until oath has been administered as outlined in paragraph 5-14. The words "So help me God" may be omitted by any person who elects to affirm rather than to swear. | |
| 58 | OATH OF ENLISTMENT (For service in National Guard or Air National Guard): NA | |
| 59 | CONFIRMATION OF ENLISTMENT:
a. The date will be entered in the same manner and will be the same date as appears in item 57.
b. Name, grade, and organization of enlisting officer may be rubber stamped.
c. The use of facsimile signature is prohibited. | Reference: None. |

7-11. Completion of DD Form 4 for members immediately enlisting in the Regular Army following separation from active military service in the Army. Table 7-2 provides instructions for preparing an Enlistment Contract (DD Form 4) for persons immediately enlisting in the Regular Army within 24 hours from the time of last separation from active military service in:

- a. The Army of the United States (AUS).
- b. United States Army Reserve (USAR) enlisted status.
- c. National Guard (NG) enlisted status.

Table 7-2. Instructions for Completing DD Form 4 For Members Immediately Enlisting From AUS, USAR, NG

- | | | |
|-------------|---|---------------------|
| <i>Item</i> | <i>Entry</i> | |
| 1 | SERVICE NUMBER: | Reference: AR 600-2 |
| | a. Enter the service number, with prefix, assigned to the individual. Do not space between the prefix and the first digit or between digits. | |
| | b. The service number originally assigned to an enlisted person in the Army National Guard, Air National Guard, AUS, RA, USAF, AFUS, USAR, or USAF Reserve will be retained or reassigned to the individual with appropriate prefix, upon enlistment in the Regular Army. | |
| | c. SAMPLE ENTRY: RA 14328782 | |
| 2 | HIGHEST SCHOOL GRADE COMPLETED | Reference: None. |
| | a. Enter from b below, the appropriate code for civilian education level. | |
| | b. Codes for Reporting civilian education level: | |

<i>Designation</i>	<i>Code</i>
No formal education.....	Ø (Zero)
1 year elementary school completed.....	1
2 years elementary school completed.....	2
3 years elementary school completed.....	3
4 years elementary school completed.....	4
5 years elementary school completed.....	5
6 years elementary school completed.....	6
7 years elementary school completed.....	7
8 years elementary school completed.....	8
1 year high school (9th grade) completed.....	A
2 years high school (10th grade) completed.....	B
3 years high school (11th grade) completed.....	C
4 years high school (12th grade) completed (did not graduate from high school).....	D
High school graduate (this code will be used to indicate high school graduate without regard to number of years of high school completed).....	E
1 year college completed.....	J
2 years college completed (also graduate of 2-year junior college).....	K
3 years college completed.....	L
4 years college completed (did not graduate).....	M
College graduate (this code will be used to indicate college graduate without regard to number of years college completed).....	N
Graduate work of 1 year or more completed but no graduate degree received.....	S
Masters degree received.....	T
Doctorate degree received.....	U
Other professional degree (beyond undergraduate level) received.....	V
General education development level (high school).....	Y
General education development level (college).....	Z

- | | | |
|---|---|-----------------------|
| 3 | RATE/GRADE: | Reference: AR 600-200 |
| | a. Enter from the table below, the grade abbreviation, and pay grade for the permanent grade in which enlisted: | |

<i>Abbreviation</i>	<i>Pay grade</i>	<i>Designation</i>
SGM.....	E-9.....	Sergeant major
MSG.....	E-8.....	Master sergeant
1SG.....	E-8.....	First sergeant
MSG.....	E-7.....	Master sergeant
SFC.....	E-7.....	Sergeant First Class
PSG.....	E-7.....	Platoon Sergeant
SP7.....	E-7.....	Specialist 7
SFC.....	E-6.....	Sergeant first class
SSG.....	E-6.....	Staff sergeant
SP6.....	E-6.....	Specialist 6
SGT.....	E-5.....	Sergeant
SP5.....	E-5.....	Specialist 5
CPL.....	E-4.....	Corporal
SP4.....	E-4.....	Specialist 4

Item	Abbreviation	Entry	Designation
	PFC.....	E-3.....	Private first class
	PVT.....	E-2.....	Private
	PVT.....	E-1.....	Private

b. SAMPLE ENTRY: CPL E-4, SP5 E5
 4 BRANCH/CLASS AND COMPONENT: Reference: None.

a. Make entry for COMPONENT only. For Regular Army male and female personnel, enter RA.
 b. SAMPLE ENTRY: RA

5 LAST NAME—FIRST NAME—MIDDLE NAME Reference: AR 600-2

- a. Enter, in capital letters, the applicant's full name in the following order: Last name, first name, middle name. The spelling will be verified.
- b. When "JR", "II", or other similar designation is used; it will appear as the last entry.
- c. If the document from which the applicant's name was obtained shows that he was named with an initial or initials rather than name or names, indicate this by entering the initial or initials only. The abbreviations NMN (no middle name), NMI (no middle initial), or IO (initial(s) only), will not be used.
- d. A space will be left between each part of the name.
- e. If the applicant has a compound name, enter a hyphen (-) between the two parts of the compound name.
- f. If the applicant has a name with a prefix immediately followed by a capital letter, the name will be entered with a space after the prefix.
- g. If the applicant's name contains an apostrophe, the name will be entered without an apostrophe or space.

a. SAMPLE ENTRIES: SWIFT BENJAMIN FRANK
 JONES EDWARD KEITH JR
 BROWN J E
 DIAZ-ROMERO LOUIS ROBERT
 McDuff will be recorded as MC DUFF
 O'Brien will be recorded as OBRIEN

6 DATE OF ENLISTMENT/INDUCTION: Reference: AR 601-280

- a. Enter the day, month, and year on which the enlistment is accomplished. This date will be the same as the date shown in the Oath of Enlistment, item 57.
- b. The first three letters will be used as abbreviation for the month of enlistment.
- c. SAMPLE ENTRIES: 9 July 1967 will be recorded as 09/Jul/67 10 November 1967 will be recorded as 10/Nov/67

7 TERM OF ENLISTMENT/INDUCTION: Reference: None.

a. Enter on the line preceding the word "Years", the code which designates the period of enlistment, as shown below:

Term of enlistment	Code
2 years.....	2
3 years.....	3
4 years.....	4
5 years.....	5
6 years.....	6

- b. The entry in this item must be the same as that shown in the Oath of Enlistment, item 57.
- c. Do not use block pertaining to minority.

8A MARITAL STATUS: Reference: None.

Enter the code for marital status as shown below:

Marital status	Code
Single.....	S
Married.....	M
Divorced.....	D
Widowed.....	W
Legally-separated.....	L
Interlocutory.....	I
Annulled.....	A

8B NUMBER DEPENDENTS: References; DODPM

Enter the code for the number of dependents of applicants as shown below:

Designation	Code
None (no dependents).....	0 (zero)
One dependent.....	1
Two dependents.....	2
Three dependents.....	3
Four dependents.....	4

- | <i>Item</i> | <i>Abbreviation</i> | <i>Entry</i>
<i>Pay grade</i> | <i>Designation</i> |
|-------------|---|----------------------------------|--------------------|
| | Five dependents..... | 5 | |
| | Six dependents..... | 6 | |
| | Seven dependents..... | 7 | |
| | Eight dependents..... | 8 | |
| | Nine (or more) dependents..... | 9 | |
| | b. For definition of "dependent" and dependency determinations, see DODPM. | | |
| 9 | NAME AND LOCATION OF ACTIVITY EFFECTING ENLISTMENT/REENLISTMENT/
INDUCTION: | | Reference: None. |
| | a. Enter the name and location of the military installation accomplishing the enlistment/reenlistment. | | |
| | b. SAMPLE ENTRY: Ford Ord, California | | |
| 10 | AFQT SCORE: | | Reference: None. |
| | a. <i>Male Applicants.</i>
Enter the AFQT form number, percentile score, and mental group in order. Determine mental group from table below: | | |

<i>Mental group</i>	<i>AFQT percentile score</i>
I.....	93-100
II.....	65-92
III.....	31-64
IV.....	10-30
V.....	9 and below

- | | | | |
|----|---|--|-----------------------|
| | b. <i>Female Applicants.</i>
Enter the AFWST form number and raw test score. | | |
| | c. SAMPLE ENTRIES: Male applicants: 7A 090 II
Female applicants: AFWST5 43 | | |
| 11 | ENLISTED/REENLISTED/INDUCTED: | | Reference: None. |
| | a. Enter an "X" in the first or second block as appropriate. | | |
| | b. Refer to explanation of terms in chapter 1 of this regulation to insure that entry is made in correct block. | | |
| 12 | AUTHORITY FOR ENLISTMENT/REENLISTMENT/INDUCTION: | | Reference: None. |
| | a. Enter the authority under which enlisted/reenlisted. | | |
| | b. SAMPLE ENTRIES: Table 6-3, AR 601-280; AR 601-228 | | |
| 13 | TERM OF ACDU (RESERVE ONLY): | | Reference: None. |
| | Not applicable to Regular Army enlistments. Enter: NA. | | |
| 14 | ACTIVE/INACTIVE STATUS (RESERVE ONLY): | | Reference: None. |
| | Not applicable to Regular Army enlistments. Enter: NA | | |
| 15 | ACCEPTED AT: | | Reference: None. |
| | Enter: NA | | |
| 16 | DATE MILITARY OBLIGATION INCURRED: | | Reference: None. |
| | Enter: NA | | |
| 17 | PMOS/AFS/CODE/MOD: | | Reference: AR 611-201 |
| | a. For former officers and warrant officers enter the MOS code determined under the provisions of chapter 5. | | |
| | b. For all other prior service personnel, enter the MOS code recorded in item 23a (25a for editions dated prior to 1 Jul 66) of the latest DD Form 214. If this code is not currently authorized, convert it to the current MOS code shown in AR 611-201. | | |
| | c. For male persons with no prior regular army service enter the trainee MOS code: 09B00. | | |
| | d. For female persons with no prior regular army service enter the trainee MOS code: 09E00. | | |
| | e. For former members of another service, or former members of the AUS, enter the trainee MOS code (male or female) or the MOS in which authorized to enlist. | | |
| | f. SAMPLE ENTRIES: 22G20, 11C3N, 09B00, 09E00. | | |
| 18 | RELIGION: | | Reference: None. |
| | a. Each individual will be invited, but not required, to state religious preference and will be told that his information will be entered in his records. | | |
| | b. Enter "Not stated" when individual prefers not to designate a preference or when the individual makes no statement. | | |
| | c. Enter NO-REL-PREF when an individual states that he has no religion. | | |
| | d. Indicate religious preference by one of the abbreviations shown below. Do not use the codes shown. | | |

<i>Religious preference</i>	<i>Abbreviation</i>	<i>Code</i>
Adventist Seventh Day.....	ADV-SEV-DAY.....	02
Assemblies of God.....	ASBY-GOD.....	04

Item	Entry	Abbreviation	Code
	<i>Religious preference</i>		
	Baptist (American Baptist Convention).....	AMER-BAPT.....	06
	Baptist (Southern Baptist Convention).....	SO-BAPT.....	08
	Baptist (Other Groups).....	BAPT-OTHER.....	10
	Brethren, Church of the.....	BRETH.....	12
	Buddhist.....	BUD.....	14
	Christian Scientist.....	CHR-SCI.....	16
	Churches of Christ.....	CH-CHR.....	18
	Church of God.....	CH-GOD.....	20
	Congregational Christian.....	CONG-CHR.....	22
	Disciples of Christ.....	DIS-CHR.....	24
	Episcopal (Anglican).....	EPISC.....	26
	Evangelical United Brethren.....	EVANG-UN-BRETH.....	28
	Evangelical and Reformed.....	EVANG-REF.....	30
	Friends (Quaker).....	FRIENDS.....	32
	Jehovah's Witnesses.....	JEH-WIT.....	34
	Jewish.....	JEWISH.....	36
	Latter Day Saints (Mormon).....	LAT-DAY-ST.....	38
	Lutheran.....	LUTH.....	40
	Lutheran, Missouri Synod.....	MO-LUTH.....	42
	Methodist.....	METH.....	44
	Mission Covenant.....	MISS-COV.....	46
	Muslim.....	MUSLIM.....	48
	Nazarene, Church of the.....	NAZ.....	50
	Orthodox Greek.....	ORTH-GR.....	52
	Orthodox, Russian.....	ORTH-RUSS.....	54
	Pentecostal.....	PENT.....	56
	Presbyterian.....	PRESBY.....	58
	Reformed.....	REFORMED.....	60
	Roman Catholic.....	ROMAN-CATH.....	62
	Salvation Army.....	SAL-ARMY.....	64
	Unitarian Universalist.....	UNIT-UNIV.....	66
	United Church of Christ.....	UNIT-CH.....	68
	Protestant—other churches.....	PROT-OTHER.....	70
	Protestant—no denominational preference.....	PROT-NO-DEMON.....	72
	Other religious.....	OTHER-REL.....	74
	None-Unknown.....	NO-REL-PREF.....	99

- e. SAMPLE ENTRIES: SO-BAP, EPISC, LAT-DAY-ST
- 19 SOCIAL SECURITY ACCOUNT NUMBER: Reference: AR 608-14
 - a. Enter the enlistee's Social Security Account Number as recorded on the Social Security Account Number Card.
 - b. If never issued a SSAN, enter: None.
 - c. If SSAN is not known, enter: UNK.
 - d. SAMPLE ENTRY: 123456789
- 20 CONTRACT DUTY LIMITATIONS: Reference: None.
 - a. Enter contract and/or duty limitations, if applicable. If not applicable, enter: NA.
 - b. SAMPLE ENTRY: Combat-Wounded Veteran, AR 616-41
- 21 DATE OF BIRTH: Reference: AR 600-2
 - a. Date of birth will be recorded in the following order; day, month, and year.
 - b. The first three letters will be used as abbreviation for the month of birth; the last two digits will identify the year of birth.
 - c. SAMPLE ENTRY: 6 June 1945 will be recorded as 06/Jun/45
- 22 CITIZENSHIP: Reference: None.
 - a. Enter an X in the appropriate block as follows:
 - (1) First block "US"—If a U.S. Citizen by birth.
 - (2) Second block "NAT US"—If a U.S. Citizen by naturalization. If naturalized, date, place, and court of jurisdiction and naturalization card number must be entered in item 56.
 - (3) Third block—If other than a citizen of the United States. Specify country of citizenship in space provided. If entry is made in this block, alien registration receipt card (Form I-151) number must be entered in item 56.
 - b. SAMPLE ENTRY: None

- | <i>Item</i> | <i>Entry</i> | <i>Reference</i> | | | | | | | | | | | | | | | | | | |
|--------------|---|-----------------------------------|---------------|--------|---------------------------------|------------|--------------------------------------|------------|---|------------|---|------------|---|------------|---|---------|---|-----------|-----------------------------|--|
| 23 | PLACE OF BIRTH:
a. Enter place of birth verified from one of the documents used to verify age.
b. SAMPLE ENTRY: None | Reference: None. | | | | | | | | | | | | | | | | | | |
| 24 | DATE OF TRANSFER:
Not applicable to Regular Army enlistment. Enter: NA. | Reference: None | | | | | | | | | | | | | | | | | | |
| 25 | PHYSICAL PROFILE:
a. Enter from last recorded physical profile record, item 76, Standard Form 88 (Report of Medical Examination) the physical profile and physical category.
b. SAMPLE ENTRY: 111111A | Reference: AR 40-501 | | | | | | | | | | | | | | | | | | |
| 26 | UNTITLED ITEM: Enter NA. | | | | | | | | | | | | | | | | | | | |
| 27 | TRANSFER TO (ACTIVITY AND LOCATION): Enter NA. | | | | | | | | | | | | | | | | | | | |
| 28 | UNTITLED ITEM: Enter NA. | | | | | | | | | | | | | | | | | | | |
| 29 | DATE LAST DISCHARGED/RELIEVED FROM ACTIVE DUTY
a. Enter date of discharge or relief from active duty as indicated in item 11d of the individual's latest DD Form 214 (Armed Forces of the United States Report of Transfer or Discharge).
b. SAMPLE ENTRY: <u>09/Jan/66</u> | Reference: None. | | | | | | | | | | | | | | | | | | |
| 30 | SERVICE FROM WHICH LAST DISCHARGED:
a. Enter the Armed Force from which last discharged, if applicable.
b. If not applicable, enter: NA.
c. SAMPLE ENTRY: US NAVY | Reference: None. | | | | | | | | | | | | | | | | | | |
| 31 | UNTITLED ITEM: Enter NA. | | | | | | | | | | | | | | | | | | | |
| 32 | UNTITLED ITEM:
a. Enter Selective Service Classification as recorded on SSS Form 110 (Notice of Classification).
b. If not applicable, or if the individual has not been classified, enter: NA.
c. SAMPLE ENTRY: Class I-A | Reference: None. | | | | | | | | | | | | | | | | | | |
| 33 | TYPE OF LAST DISCHARGE:
a. Enter type of separation or discharge as recorded in item 13 of the last DD Form 214.
b. If not applicable, enter: NA.
c. SAMPLE ENTRY: Honorable (DD Form 256A) | Reference: AR 635-5 | | | | | | | | | | | | | | | | | | |
| 34 | UNTITLED ITEM:
Enter the type of waiver granted using the following abbreviations or the word NONE, as applicable: | Reference: None. | | | | | | | | | | | | | | | | | | |
| | <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><i>Entry</i></th> <th style="text-align: left;"><i>Reason</i></th> </tr> </thead> <tbody> <tr> <td>W.....</td> <td>Waiver other than moral waiver.</td> </tr> <tr> <td>MW(T).....</td> <td>Moral waiver for traffic violations.</td> </tr> <tr> <td>MW(C).....</td> <td>Moral waiver for juvenile offenses and civil court convictions other than felonies.</td> </tr> <tr> <td>MW(F).....</td> <td>Moral waiver for felony convictions/adjudications by a civil court.</td> </tr> <tr> <td>MW(A).....</td> <td>Moral waiver for lost time (prior and inservice personnel).</td> </tr> <tr> <td>MW(D).....</td> <td>Moral waiver for previous disqualifying separation.</td> </tr> <tr> <td>MW.....</td> <td>Moral waiver for reasons other than as indicated above.</td> </tr> <tr> <td>NONE.....</td> <td>When no waiver is required.</td> </tr> </tbody> </table> | <i>Entry</i> | <i>Reason</i> | W..... | Waiver other than moral waiver. | MW(T)..... | Moral waiver for traffic violations. | MW(C)..... | Moral waiver for juvenile offenses and civil court convictions other than felonies. | MW(F)..... | Moral waiver for felony convictions/adjudications by a civil court. | MW(A)..... | Moral waiver for lost time (prior and inservice personnel). | MW(D)..... | Moral waiver for previous disqualifying separation. | MW..... | Moral waiver for reasons other than as indicated above. | NONE..... | When no waiver is required. | |
| <i>Entry</i> | <i>Reason</i> | | | | | | | | | | | | | | | | | | | |
| W..... | Waiver other than moral waiver. | | | | | | | | | | | | | | | | | | | |
| MW(T)..... | Moral waiver for traffic violations. | | | | | | | | | | | | | | | | | | | |
| MW(C)..... | Moral waiver for juvenile offenses and civil court convictions other than felonies. | | | | | | | | | | | | | | | | | | | |
| MW(F)..... | Moral waiver for felony convictions/adjudications by a civil court. | | | | | | | | | | | | | | | | | | | |
| MW(A)..... | Moral waiver for lost time (prior and inservice personnel). | | | | | | | | | | | | | | | | | | | |
| MW(D)..... | Moral waiver for previous disqualifying separation. | | | | | | | | | | | | | | | | | | | |
| MW..... | Moral waiver for reasons other than as indicated above. | | | | | | | | | | | | | | | | | | | |
| NONE..... | When no waiver is required. | | | | | | | | | | | | | | | | | | | |
| 35 | DATE OF RATE/GRADE: Enter NA. | | | | | | | | | | | | | | | | | | | |
| 36 | SELECTIVE SERVICE NUMBER:
a. Enter the Selective Service Number as recorded on the individual's SSS Form 2 (Registration Certificate). The four elements of the number, written from left to right will be separated by hyphens.
b. For women and males not registered, enter: NA.
c. SAMPLE ENTRY: As recorded on SSS Form 2: <u>1/24/28/206</u> .
As recorded on DD Form 4: 1-24-28-206. | Reference: None. | | | | | | | | | | | | | | | | | | |
| 37 | RATE/GRADE APPOINTED/REAPPOINTED:
a. When the individual is entitled to immediate appointment to a temporary grade higher than the permanent grade (item 3), enter the temporary grade authorized.
b. Use grade abbreviations as indicated in item 3.
c. If not applicable, enter: NA.
d. SAMPLE ENTRY: SGT E-5 | Reference: None. | | | | | | | | | | | | | | | | | | |
| 38 | SELECTIVE SERVICE LOCAL BOARD (Board Number, city and state):
a. Enter the Selective Service Local Board number, city, county, and State as recorded on the individual's Form 2 (Registration Certificate).
b. If not applicable, enter: NA.
c. SAMPLE ENTRY: Bd No. 28, Yazoo City, Melvin County, Arkansas. | Reference: None. | | | | | | | | | | | | | | | | | | |
| 39 | BASIC ACTIVE SERVICE DATE /ACTIVE DUTY BASE DATE:
a. Enter Basic Active Service Date computed in accordance with chapter 9, AR 600-200. | Reference: Chapter 9, AR 600-200. | | | | | | | | | | | | | | | | | | |

- | <i>Item</i> | <i>Entry</i> | | | | | | | | | | | |
|--------------------|---|--------------------|---------------------|----------------|-----|--------------|-----|------------|-------|--------------|-----|--|
| | b. Record in the following order; day, month, year. | | | | | | | | | | | |
| | c. SAMPLE ENTRY: 18/Jan/68 | | | | | | | | | | | |
| 40 | TOTAL ACTIVE FEDERAL SERVICE: | Reference: DODPM | | | | | | | | | | |
| | a. Include all active duty in a regular component of any of the Armed Forces, active duty as an inductee or as a member of a Reserve component on active duty training pursuant to RFA 55, REP 63, or similar program for which a DD Form 214 was issued. | | | | | | | | | | | |
| | b. For persons with no prior active Federal service enter: NA. | | | | | | | | | | | |
| | c. SAMPLE ENTRY: 5 years 11 months 16 days | | | | | | | | | | | |
| 41 | HOME OF RECORD: | Reference: None | | | | | | | | | | |
| | a. Enter the complete address for the individual's permanent home or legal residence to include, if applicable, house number and street, RFD and Box number, city, town, county, State, and zip code. | | | | | | | | | | | |
| | b. SAMPLE ENTRY: 1234 East Street, Balmora, Idaho 82104 | | | | | | | | | | | |
| 42 | BASIC PAY ENTRY DATE/PAY ENTRY BASE DATE: | Reference: DODPM | | | | | | | | | | |
| | a. For prior service personnel with verified service in Item 40 and 43, compute the BPED in accordance with chapter 1, DODPM and enter the date in the following order: day, month, year. | | | | | | | | | | | |
| | b. For prior service personnel with unverified service enter "00" for day, month, and year. The BPED for such persons will be established by the Active Army unit of assignment upon verification of service. | | | | | | | | | | | |
| | c. SAMPLE ENTRY: 05/Jan/67 | | | | | | | | | | | |
| 43 | TOTAL INACTIVE FEDERAL SERVICE: | Reference: DODPM | | | | | | | | | | |
| | a. For persons with prior service and no inactive Federal service, enter: NA. | | | | | | | | | | | |
| | b. For prior service personnel with verified inactive service, enter in the appropriate spaces, the number of years, months, and days of such service. | | | | | | | | | | | |
| | c. For prior service personnel with unverified inactive service, enter 00 for day, month, and year. Such service will be verified by the Active Army unit of assignment. | | | | | | | | | | | |
| | d. SAMPLE ENTRY: 2 years 9 months 2 days. | | | | | | | | | | | |
| 44 | MENTAL TEST SCORES: | Reference: None. | | | | | | | | | | |
| | a. <i>Prior Service personnel.</i> | | | | | | | | | | | |
| | (1) Enter all AQB, ACB, or WACB test scores from DA Form 6022 or DA Form 6040, if administered at AFEES. | | | | | | | | | | | |
| | (2) For persons reenlisting within one year from date of separation and who possess DA Form 1811, (Physical and Mental Status on Release from Active Service) enter AQB, ACB, or WACB test scores from DA Form 1811. | | | | | | | | | | | |
| | (3) For male persons immediately reenlisting, enter the three highest aptitude area scores as recorded on DA Form 20 (Enlisted Qualification Record). | | | | | | | | | | | |
| | (4) If there is no record of prior testing available, enter: NA. | | | | | | | | | | | |
| | b. SAMPLE ENTRIES: MM 135; EL 124; GT 120 | | | | | | | | | | | |
| 45 | SEX: | Reference: None. | | | | | | | | | | |
| | a. For male, enter: M | | | | | | | | | | | |
| | b. For female, enter: F | | | | | | | | | | | |
| 46 | RACE: | Reference: None. | | | | | | | | | | |
| | a. Race entries will be limited to one of the following abbreviations. | | | | | | | | | | | |
| | <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 60%;"><i>Designation</i></th> <th style="text-align: left;"><i>Abbreviation</i></th> </tr> </thead> <tbody> <tr> <td>Caucasian.....</td> <td>CAU</td> </tr> <tr> <td>Negroid.....</td> <td>NEG</td> </tr> <tr> <td>other.....</td> <td>OTHER</td> </tr> <tr> <td>Unknown.....</td> <td>UNK</td> </tr> </tbody> </table> | <i>Designation</i> | <i>Abbreviation</i> | Caucasian..... | CAU | Negroid..... | NEG | other..... | OTHER | Unknown..... | UNK | |
| <i>Designation</i> | <i>Abbreviation</i> | | | | | | | | | | | |
| Caucasian..... | CAU | | | | | | | | | | | |
| Negroid..... | NEG | | | | | | | | | | | |
| other..... | OTHER | | | | | | | | | | | |
| Unknown..... | UNK | | | | | | | | | | | |
| | b. SAMPLE ENTRIES: CAU, NEG, OTHER | | | | | | | | | | | |
| 47 | CODE: NA No entry required. | | | | | | | | | | | |
| 48 | UNTITLED ITEM: | Reference: None. | | | | | | | | | | |
| | a. Enter enlistment option to reflect the initial assignment or specific assignment and/or training authorized for enlistment under specific programs outlined in chapter 6, AR 601-280 or other special recruiting directives. | | | | | | | | | | | |
| | b. The entry in this item and that which the enlistee writes in Part VI—Statements for Enlistment must be identical. | | | | | | | | | | | |
| | c. SAMPLE ENTRIES: | | | | | | | | | | | |
| | (1) If reenlisted to fill own vacancy enter:
REENL FOR PRESENT DUTY ASSIGNMENT | | | | | | | | | | | |
| | (2) If reenlisted for Regular Army without an option, enter, as appropriate:
REGULAR ARMY or REGULAR ARMY-WAC | | | | | | | | | | | |
| | (3) If reenlisted for an Army Career Group or school course of choice:
ARMY CAREER GROUP 11 Infantry-Armor CRS 646-427.1—Aircraft Armament Repair | | | | | | | | | | | |

- | <i>Item</i> | <i>Entry</i> | <i>Reference: None.</i> |
|------------------------------|---|-------------------------|
| 49 | PRIOR SERVICE:
a. In this item enter only information relative to that period of service covered by enlistee's latest DD Form 214 (Armed Forces of the United States Report of Transfer or Discharge).
b. In each of the following cases, the Armed Force, component, service number, and the phrase "No Active Fed Svc" will be entered:
(1) For those enlistees whose only prior active service was a short period of active duty training (other than that performed on an authorized REA 55 or REP 63 program) not exceeding 90 days.
(2) For those enlistees with previous service in the National Guard or another Reserve component during which no active duty was performed.
c. SAMPLE ENTRY: None | |
| 50 }
51 }
52 }
53 } | No entries required. | |
| 54 | UNTITLED ITEM:
Complete statement by entering in the space provided after the word "indicated," the words "in attached Statements for Enlistment". | <i>Reference: None.</i> |
| 55 | UNTITLED ITEM:
a. <i>Signature of Applicant</i>
(1) The applicant will affix his signature in the space provided on the right side of the form "Signature of Applicant."
(2) The applicant will sign his full name using the same names as are entered in item 5 and in the following order: first name, middle name, and last name.
b. <i>Signature of Witness</i>
(1) The witness will be a member of the Armed Forces.
(2) The witness will observe the applicant sign his name prior to signing in the witness space.
(3) The witness will affix his signature in the space provided on the left side of the form "Signature of Witness".
(4) The typed name of the witness will be entered in this space in the manner in which the witness formally signs his name (Payroll signature).
c. SAMPLE ENTRY: None. | <i>Reference: None.</i> |
| 56 | REMARKS:
a. Enter authority for grades shown in items 3 and/or 37.
b. Reference Item 22—Citizenship:
(1) If naturalized, enter date, place, and court of jurisdiction and naturalization card number.
(2) If an alien, enter alien registration receipt card (Form I-151).
c. Reference Item 41—Home of Record:
If current home address is other than home of record, enter in this item "Current home address....."
d. Reference Item 34—Untitled Item:
If applicable, enter type and authority for waiver granted under the provisions of chapter 3.
e. Enter the date DD Form 53 (Notification of Entry into Active Military Service) was forwarded in accordance with instructions contained in AR 601-49. SAMPLE ENTRY: DD Form 53 forwarded
f. Enter Reserve commissioned status (service, grade, and SN now held), if applicable.
g. Enter prior ROTC or cadet training (years, type unit), if applicable.
h. Enter continuation of any preceding item requiring additional space. Precede such entries with: REF ITEM (item No.) | <i>Reference: None.</i> |
| 57 | OATH OF ENLISTMENT (For service in Regular or Reserve component of the Armed Forces Except National Guard or Air National Guard).
a. Prior to completing this item, the enlisting officer will:
(1) Examine any documentary evidence required for completion of entries on DD Form 4.
(2) Note any waivers granted, and attach copy of waiver to original enlistment contract.
(3) Insure that any entries involving promises and conditions not authorized by regulations are resolved prior to enlistment.
b. The enlistee will:
(1) Initial any promises withdrawn by reason of discussion with the enlisting officer.
(2) Initial words and figures representing term of enlistment.
(3) Sign, in block labeled "Signature", full name, using first, middle, and last name in that order. Signature will be verified name as typed in this item and in item 5.
(4) Not sign oath until oath has been administered as outlined in paragraph 5-14. The words "So help me God" may be omitted by any person who elects to affirm rather than to swear. | |
| 58 | OATH OF ENLISTMENT (For service in National Guard or Air National Guard):
Do not complete this item. | |

1 May 1968

AR 601-280

Item

Entry

59 CONFIRMATION OF ENLISTMENT:

Reference: None.

- a. The date will be entered in the same manner and will be the same date as appears in item 57.
- b. Name, grade, and organization of enlisting officer may be rubber stamped.
- c. The use of facsimile signature is prohibited.

- | <i>Line</i> | <i>Item</i> | <i>Comment</i> |
|-------------|--|---|
| | | (1) For those who are enlisted with a firm school commitment: <ul style="list-style-type: none"> (a) Course number and title. (b) Class reporting date. (c) School Quota Control Number (SQN). (d) Reporting date to school (same as class reporting date). |
| | | (2) For those who are enlisted with a school commitment which requires confirmation: <ul style="list-style-type: none"> (a) Information indicated in (1) above, and (b) The following statement "Confirmation of school course commitment must be requested from Chief of Personnel Operations, ATTN: EPRDS, Department of the Army (OXford 57275) not earlier than (date) or later than (date)." |
| | | (3) Orders will assign enlistees to the student detachment of the appropriate Army service school as follows: <ul style="list-style-type: none"> (a) Those enlisted for attendance at school courses of 20 or more weeks duration will be assigned to the school in a PCS status. (b) Those enlisted for attendance at school courses of less than 20 weeks duration will be assigned to the school in a TDPFO-PCS status as prescribed in appendix I, AR 310-10. |
| | <i>b. DD Form 4: (Enlistment Contract—Armed Forces of the United States):</i> | |
| | (1) For those who are enlisted with a firm school course commitment enter: <ul style="list-style-type: none"> (a) Item 12: Table 6-5. (b) Item 48: MOS Producing Army Service School Option for (Course title) (Course number). (c) Item 56: Ref Item 48: Class quota authorized by SQN (number) per (DA instrument of authorization). | |
| | (2) For those who are enlisted with a school commitment which requires confirmation, enter: <ul style="list-style-type: none"> (a) Item 12: Table 6-5. (b) Item 48: MOS Producing Army Service School Option for (course title) (course number). See Item 56. (c) Item 56: Ref Item 48: "Tentative class quota authorized per (DA instrument of authorization). This school commitment must be confirmed not earlier than (date) or later than (date) and the enlistee may be required to choose an alternate course depending upon availability and changes in his qualifications, grade, or MOS which affect his eligibility for enrollment in the course shown in Item 48." Enlistee will initial this remark. | |

Table 6-6. Oversea Area Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION	Oversea Area Enlistment Option (DA Form 3286-8).
2	DESCRIPTION OF OPTION.....	Promises to qualified applicants, initial duty assignment to the oversea area of choice from among those listed in AR 614-30.
3	AVAILABLE TO.....	Male and female applicants enlisting for 4-, 5-, or 6-year periods (3 years authorized for Republic of Vietnam only) who are eligible for enlistment in pay grade E-6 or below upon enlistment and: <ul style="list-style-type: none"> a. Have 4 or less years service for pay completed, or b. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service completed, or c. Have over 4 years service for pay completed and less than 7 years active Federal service provided they are eligible for appointment to pay grade E-5 or below upon enlistment, or d. Are first termers who: <ul style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army services, or

Line	Item	Comment
4	PREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>★(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service.</p> <p>Applicant must:</p> <ul style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Qualify as a volunteer for oversea service under the provisions of AR 614-30. c. Not be a Regular Army member with over 4 years service for pay who is being separated upon return from an incomplete oversea tour. d. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. e. Be qualified in a PMOS for which an oversea requirement exists. f. Have no assignment limitation which would preclude assignment to the oversea area selected to include citizenship status UP paragraph 3-6, AR 600-200.
5	PREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must retain qualifications for assignment to the oversea area for which enlisted.
6	INFORMATION TO APPLICANTS	<p>Applicant will be:</p> <ul style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedures for enlisting for this option. c. Informed of the provisions of AR 614-30. d. Advised that a valid requirement must exist for his MOS and grade in the desired oversea area. e. Informed that his option guarantees only initial assignment to the oversea area of choice and that no assurance concerning the duration of this initial assignment can be made. f. Informed of the provisions of line 7 below, with respect to the actions required to obtain authorization for concurrent travel of dependents, if applicable, and/or Port Call instructions. g. Informed that if he is currently serving on an oversea tour he must meet service-in-the-command requirements as indicated on lines 8, 9, and 10 below. h. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <ul style="list-style-type: none"> a. <i>Application and Determination of Eligibility.</i> <ul style="list-style-type: none"> (1) Applicants desiring to enlist for this option will submit application on DA Form 2496 (Disposition Form) as indicated in AR 614-30 and including information required by AR 614-205 and the following: <ul style="list-style-type: none"> (a) Additional awarded MOS. (b) Desired assignment (3 choices in order of preference). (c) Oversea area from which last returned, date of return, and number of months service, if applicable. (d) Applicant's eligibility for concurrent travel of dependents and whether or not he desires to request concurrent or nonconcurrent or travel of dependents. (e) Physical profile code. (2) The Army Career Counselor will review application, verify ETS or desired enlistment date, determine applicant's POR qualifications (AR 612-35) and orient the applicant on requirements for concurrent travel (see AR 55-46). b. <i>Obtaining Assignment Instructions</i> (see lines 8, 9, and 10 for special instructions pertaining to oversea commands): <ul style="list-style-type: none"> (1) <i>When:</i> Request will be made not earlier than 30 days prior to anticipated date of enlistment.

film "Something to Build On" at least once each year. Attendance will be recorded on the DA Form 1315.

(4) Commanders will initiate aggressive programs designed to influence recommended first-term enlisted personnel who do not intend to reenlist. Prior to departure from the unit these individuals will be informed of the reen-

listment opportunities available to them at time of separation or within 3 months thereafter. In addition, these individuals will be apprised of the provisions of chapter 2, AR 601-210 with respect to grade authorizations for enlistment after a break in service. An appropriate entry signifying that this interview was conducted will be entered on DA Form 1315.

Section VII. BROKEN OR UNFULFILLED REENLISTMENT COMMITMENTS

1-26. **Policy.** All personnel who allege their reenlistment commitment has not been fulfilled will be directed to the installation reenlistment officer or career counselor. The individual's MPRJ will be reviewed to determine the validity of allegations. When it is determined by the installation commander that an individual does have an unfulfilled reenlistment commitment

which he does not desire to waive, he will be reported to Office of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, D.C. 20310 as immediately available in accordance with AR 614-205 indicating the individual has an unfulfilled reenlistment commitment.

Section VIII. BAR TO REENLISTMENT PROCEDURES

1-27. **Purpose.** This section prescribes procedures for the denial of enlistment to persons whose reentry into or continued service with the Army is deemed not to be in the best interests of the military service.

1-28. **Policy.** The policy of the Department of the Army is that only personnel of high moral character, professional competence, and demonstrated adaptability to the requirements of the professional soldier's moral code of exemplary performance and conduct shall be extended the privilege of enlisting in the Regular Army. Persons who cannot, or who do not, measure up to and maintain such standards, and whose separation under appropriate procedures is not warranted, will be barred from further service under the provisions of this section.

1-29. **Guidelines in the use of bar to reenlistment procedures.** *a.* Bar to reenlistment procedures will not be used in lieu of separation action under appropriate regulations such as AR 635-212.

b. Bar to reenlistment procedures will not be used in lieu of trial by courts-martial, non-judicial punishment or other appropriate administrative action.

c. The fact that disciplinary or administrative action not resulting in separation has been previously taken does not preclude initiation of bar to reenlistment procedures if such action is deemed appropriate.

d. The fact that an individual may be issued an honorable or general discharge for the current period of service does not preclude initiation of bar to reenlistment procedures to deny the individual subsequent service in the Regular Army.

e. The fact that an individual may have served honorably for a number of years, though considered in the evaluation of his service, does not prohibit the initiation of bar to reenlistment procedures if such action is otherwise appropriate. Bar to reenlistment procedures initiated against persons who have completed 18 or more years of active Federal service may be approved only by Headquarters, Department of the Army. Subject requests will be forwarded to Chief of Personnel Operations, ATTN: EPPAW, Department of the Army, Washington, D.C. 20310.

1-30. **Criteria.** The development and continued existence of a Regular Army composed of a

body of high quality professional men and women demands that every commander be constantly alert to the need to detect and weed out those persons whose character or conduct, abilities or attitudes, motivation or adaptability for military service, proficiency or overall potential value to the Army, and/or general desirability for retention are not consistent with this goal. Commanders must be especially alert to the need to evaluate the advisability or desirability of affording continued military service to individuals of the following, or similar caliber:

a. Untrainable personnel. Continued effort and attention will be given to the early detection of individuals who are in fact untrainable for military service. These individuals who are found to be so lacking in abilities and aptitudes as to require frequent or continued special instruction or supervision will be identified as soon as possible with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into, or further service with, the Regular Army.

b. Unsuitable personnel. Continued effort and attention will be given to the detection of individuals who are in fact unsuitable for military service. These persons may exhibit their unsuitability through interests and/or habits which are detrimental to the maintenance of good order and discipline. They may have records of habitual minor misconduct requiring corrective or disciplinary action. Where possible these individuals will be identified early in their military service with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into or continued service with, the Regular Army.

c. Individuals against whom bar to reenlistment proceedings are initiated. The records of individuals against whom bar to reenlistment proceedings are initiated often disclose the re-

currence of one or a combination of the following:

- (1) Late to formations, details, or assigned duties.
- (2) AWOL for 1- to 24-hour periods.
- (3) Losses of clothing and equipment.
- (4) Substandard personal appearance.
- (5) Substandard personal hygiene.
- (6) Persistent indebtedness, reluctance to repay or late payments.
- (7) Recurrent Article 15 punishments.
- (8) Frequent traffic violations.
- (9) "Rides" sick call without medical justification.
- (10) Late returning from pass or leave.
- (11) Misses bed check.
- (12) Cannot follow orders; shirks; take too much time; is recalcitrant.
- (13) Cannot train for a job; apathetic; disinterested.
- (14) Cannot adapt to military life; uncooperative; involved in frequent difficulties with fellow soldiers.
- (15) Failure to manage personal, marital, and/or family affairs.
- (16) Involvement in discreditable incidents in the civilian community.
- (17) Involved in incidents of moral turpitude evidencing a character deficiency.

1-31. Procedures. An individual's unfitness, unsuitability, and/or failure to maintain the standards required for service in the Regular Army may be manifest soon after entry into the military service or it may not develop or become apparent until after many years of service.

★*a.* The fact that substandard personnel may have been permitted to remain on active duty for a number of years should not deter a current commander from taking action under the provision of this regulation or other appropriate directives if he deems such action proper.

★(1) A bar to reenlistment procedure normally should not be initiated against an individual who has been assigned to a unit for less than 90 days.

(2) A bar to reenlistment procedures should not be based on generalities or approximate dates and/or vague places and times but should be specific and substantiated by official remarks made at the time of each occurrence. It is essential that all instances are made a matter of official record when acts considered unworthy of a member of the United States Army are performed.

(3) A bar to reenlistment is initiated without regard to an individual's ETS or his reenlistment intent.

(4) Normally, a bar to reenlistment procedure will not be initiated against an individual during the last 14 days prior to his departure from the unit to which currently assigned. When a bar to reenlistment is initiated during this period, the commander's certificate will contain a complete explanation of why the action was not taken at an earlier date.

b. The individual's unit commander will prepare a certificate signed in duplicate summarizing the basis for his intent to initiate bar to reenlistment procedures. This will include, if appropriate, the number and dates of courts-martial, incidents of punishment under Article 15, and all other factual and relevant information supporting his recommendation. The commander will refer the certificate to the enlisted person concerned for a statement in his own behalf, if desired, as required by paragraph 7, AR 640-98. The individual will be allowed a reasonable period of time for the preparation of his comment and the collection of any documents and/or pertinent materials.

c. Upon receipt of the comment of the individual, the certificate will be indorsed by the brigade/regimental or separate battalion commander, and approved or disapproved by the commander exercising general court-martial jurisdiction, the major commander, or Head-

e. Procure verified reenlistment/variable reenlistment bonus, and proficiency pay data on

the prospective reenlistee from the Unit Personnel Section.

Section III. STAFFING, FACILITY, AND PUBLICITY SUPPORT FOR THE ARMY REENLISTMENT PROGRAM

1-12. Staffing. All units or activities which are authorized primary-duty career counselor spaces under this regulation will initiate action to obtain such spaces where appropriate.

a. Grades of career counselor personnel assigned on a primary-duty basis will be as prescribed in AR 611-201.

b. At every echelon below brigade/group or similar size unit level, a noncommissioned officer will be assigned career counseling duties on an additional-duty basis unless otherwise provided herein. The first primary-duty counselor in the chain of command will apprise additional-duty career counselors of their responsibilities as outlined in paragraph 1-11.

c. At the United States Women's Army Corps Center, one space for the assignment of a Women's Army Corps Career Counselor on a pri-

mary-duty basis will be established. At other installations where Women's Army Corps units are located, a Women's Army Corps officer and Women's Army Corps noncommissioned officer will be appointed, on an additional-duty basis, and will be furnished properly trained administrative personnel to carry out an effective reenlistment program among female personnel of the command.

d. Minimum staffing in support of the Army Reenlistment Program for other installations and organizations is as indicated in table 1-1. Sufficient clerical personnel to enable career counselors to carry out an effective reenlistment program will be provided from resources locally available. Career counselors will not be utilized for administrative preparation of separation and reenlistment forms.

Table 1-1. Personnel Staffing Authorization for the Army Reenlistment Program

Line	Command	Reenlistment officer		Career counselor	
		Primary duty	Additional duty	Primary duty	Additional duty
1	Headquarters major Army field commands with their major subordinate commands to include Armies and MDW (AR 10-5)	1		1	
2	All other commands, e.g., logistical commands, area commands, depots, prov commands, separate support commands.*				
	a. Enlisted strength over 5,000	1		**1	
	b. Enlisted strength under 5,000		1	1	
3	Divisions				
	a. Headquarters				
	CONUS	1		2	
	Overseas	1		3	
	b. Brigade/Regiment/Group			2	
	c. Support Command			1	
4	Separate Brigades/Regiments/Groups (except ARADCOM)			2	
5	ARADCOM battalions			1	
6	Echelons below Brigade/Regiment/Group or similar size unit				
7	Installations*				
	a. Enlisted strength over 5,000	1		**1	
	b. Enlisted strength under 5,000		1	1	
8	U.S. Army transfer stations			2	

*Exclusive of enlisted strength of units assigned/attached to the command/installation which are authorized career counselor personnel on a full-time basis.

**Additional enlisted spaces authorized on the basis of one for each additional 5,000 enlisted strength or major fraction thereof.

1-13. Reenlistment facilities. *a.* Reenlistment activities should be carried out in favorable surroundings. Locations in which interviewing, counseling, and related activities take place should insure—

- (1) Privacy.
- (2) An informal, friendly atmosphere.
- (3) An effective display of reenlistment literature.

(4) Access to all necessary material, directives, and other sources of information essential for interviewing and counseling.

b. A reenlistment office should be centrally located and attractively furnished consistent with the availability of facilities. When available, a separate building is desirable. It will be suitably identified by conspicuous signs posted throughout the installation indicating location and telephone extension. Whenever possible, reenlistment offices should not be a part of or occupy office space with military personnel offices. However, colocation in the same building or in proximity one to the other is desirable.

1-14. Reenlistment publicity. The Army Reenlistment Program will be supported by promotional materials developed and distributed by Headquarters, Department of the Army. In addition to those items provided by Headquarters, Department of the Army, each command must aggressively publicize reenlistment opportunities within their own capability. The success of the program depends on effective communication with qualified enlisted personnel. All methods of communication must be exercised to retain these individuals. The emphasis must be placed on selectivity and care must be exercised in order to utilize only those reenlistment publicity materials which have been shown to be most effective. Publicity provides information

which must be factual and presented to those personnel whom the Army desires for continued service.

a. Reenlistment posters and displays will be prominently featured in all locations frequented by enlisted personnel. Posters will be changed periodically and kept in presentable condition.

b. Reenlistment material for individuals will be made available at all times. Self-service displays will be maintained in unit areas.

c. Outside displays with all-weather protection should be made where practicable.

d. Local promotional material should be used to the maximum extent consistent with good advertising practices.

e. Distribution and requisition of materials are as follows:

(1) Automatic distribution is made to all major commands when a reenlistment promotional item is printed or reprinted.

(2) Those items stocked by AG Publication Centers may be requisitioned by submitting DA Form 17 and 17-1 (Requisition for Publications and Blank Forms) addressed:

Through: Commanding General
U.S. Army Recruiting
Command, ATTN:
ATRC-PD
Hampton, Va. 23369

To: Commanding Officer
U.S. Army AG Publications
Center
2800 Eastern Boulevard
Baltimore, Md. 21220

(3) Periodically, the Recruiting and Career Counseling Journal will publish a list of those promotional items in support of the reenlistment program currently issued or available for requisition. The Journal also publishes instructions for the use of new promotional items.

Section IV. SELECTION, TRAINING, ASSIGNMENT, AND UTILIZATION OF REENLISTMENT PERSONNEL

1-15. Selection of officer personnel for full-time reenlistment duty. *a.* Officer personnel selected for assignment to reenlistment duties on a full-time basis will possess the following qualifications:

- (1) Grade of first lieutenant or above.

(2) Career officer.

(3) Branch of service that predominates unit, service, or station to which assigned.

(4) Minimum of 1 year command experience.

b. When practicable officers should attend the

Recruiting, Reenlistment, and Induction Course prior to assignment.

1-16. Selection of enlisted personnel for full-time career counseling duty. Individuals currently assigned to career counseling duties who are performing satisfactorily will not be reassigned solely for failure to meet prerequisites prescribed in this section. Commanders will con-

tinually evaluate the effectiveness of each individual on career counseling duty to determine whether the individual should continue to be retained on such duty. Commanders will withdraw MOC OOE and reclassify in accordance with section VI, chapter 2, AR 600-200 those who fail to maintain the high standards of career counseling.

Table 1-2. Selection of Enlisted Personnel for Full-Time Career Counseling Duty

Line	Item	Comment
1	MANDATORY PREREQUISITES	<p>Applicants for full-time career counseling duties must meet the following prerequisites:</p> <ol style="list-style-type: none"> Conduct and efficiency ratings—Excellent. Minimum service—6 years. Noncommissioned officers or specialists grade E-5 or above. Standard Score of 110 or higher on Aptitude Area GT. Minimum score of 115 on Recruiter Self-Description blank. High school graduate or those presenting substantiating data of the successful completion of the High School General Educational Development (GED) test. Meet physical, mental, and special requirements for MOS OOE as prescribed in AR 611-201. Verified PMOS. Credit for at least one complete oversea tour. Hold valid Army or State motor vehicle operator's permit. Favorable records check of repository files at Fort Holabird, Md.
2	DESIRABLE QUALIFICATIONS	<ol style="list-style-type: none"> Ages 24 to 35 years inclusive. Past experience in personnel management, interviewing, classification, or sales experience. Service in a combat organization.
3	ADMINISTRATION OF RECRUITER SELF-DESCRIPTION BLANK	<p>The Recruiter Self-Description Blank, Form II, (DA Form 6129) will be used to test the sales adaptability of Army personnel being considered for assignment as career counselors.</p> <ol style="list-style-type: none"> This test will be administered and scored at the installation or activity where application is made. Testing materials will be requisitioned through normal AG publications supply channels. Completed answer sheets (DA Form 6129-1) will be destroyed by the administering agency after score is recorded on DA Form 20 (Enlisted Qualification Record). Adequate safeguards will be established to provide security for testing materials in accordance with paragraph 6, AR 611-5 and AR 345-15. Materials required for administration of the Recruiter Self-Description Blank are as follows: <ol style="list-style-type: none"> Recruiter Self-Description Blank, Form II (DA Form 6129). Administering the Recruiter Self-Description Blank, Form II, DA Pam 611-129. Recruiter Self-Description Blank Form II Answer Sheet (DA Form 6129-1). Scoring Keys for Recruiter Self-Description Blank, Form II (DA Forms 6129-2a and 6129-2b). Scoring the Recruiter Self-Description Blank, Form II, DA Pam 611-129-1.
4	PREPARATION OF APPLICATION	<p>Application will contain information as to the applicant's choice of areas of assignment, in order of preference.</p> <ol style="list-style-type: none"> Personnel in CONUS are limited to reassignment within the same Army area (3 choices in order of preference) in which presently serving.

Line	Item	Comment
5	SUBMISSION OF APPLICATION	<p>b. Personnel serving in oversea commands and requesting duty as career counselors in CONUS are authorized any three choices of area assignment (Army area or major CONUS command).</p> <p>c. Forwarding indorsements will include the information required by paragraph 21, AR 614-6.</p>
6	APPOINTMENT AND COMPOSITION OF INTERVIEW BOARDS	<p>Application for duty as career counselor will be made through command channels to the appropriate major commander.</p> <p>a. Persons applying in CONUS must be eligible for a permanent change of station. Personnel ineligible for a permanent change of station will only be considered for career counseling duties at the station to which assigned.</p> <p>b. Persons applying in oversea commands will submit their applications no earlier than 8 nor less than 6 months prior to date of completion of oversea tour.</p> <p>a. Appointment: Boards for interviewing enlisted personnel being considered for full-time duty as career counselors will be appointed as follows:</p> <ol style="list-style-type: none"> (1) In CONUS, at installations by the appropriate commander. (2) In oversea commands, by the commander exercising general courts-martial jurisdiction. <p>b. Composition: Boards will be composed of—</p> <ol style="list-style-type: none"> (1) At least two commissioned officers, one of whom will be a full-time reenlistment officer whenever practicable. Where a full-time reenlistment officer is not available, maximum use will be made of existing boards established on a permanent basis at U.S. Army Recruiting Command facilities. (2) At least one experienced career counselor senior or equal in grade to the applicant. (3) When WAC enlisted personnel are being considered, a WAC officer or a WAC noncommissioned officer senior or equal in grade to the applicant will be a member of the board. <p>c. If a commander desires, he may use interview boards of the U.S. Army Recruiting Service even though a full-time reenlistment officer is available.</p>
7	INTERVIEW BOARD ACTIONS.	<p>Interview boards will—</p> <p>a. Determine whether applicants possess the following qualifications:</p> <ol style="list-style-type: none"> (1) Genuine desire and interest to become a career counselor. (2) Mandatory prerequisites as listed in line 1, this table. (3) Ability to express themselves clearly both orally and in writing and have a pleasing personality. (4) Outstanding military bearing. (5) No obvious facial or other physical defects. <p>b. Determine that applicants desire and are suited for award of MOS OOE.</p> <ol style="list-style-type: none"> (1) No individual will be selected for career counselor duty if he does not desire or is not suited for recruiting duty. (2) The board will require the applicant to prepare a statement entitled "My Qualifications for Assignment as an Army Career Counselor." The statement will be personally composed by the applicant to represent a sample of his own best written composition. The statement should contain a minimum of 300 words and be attached to the application. <p>c. Return applications not favorably considered through channels to applicants, with reason(s) therefor.</p> <p>d. Forward through channels, to the appropriate major commander applications from persons who are recommended for duty as career counselors, together with the record of the applicant's score on the Recruiter Self-Description Blank and a full-length photograph of the applicant in uniform (class A).</p>
8	ACTION BY THE REVIEWING AUTHORITY	<p>a. The commander who convenes the board will review applications forwarded by the interview board.</p> <p>b. Prior to forwarding applications to major commanders, a records check of the repository files at Fort Holabird, Md. will be completed.</p> <p>c. Applications for which approval is recommended will be annotated, "Favorable Records Check Completed, date.....," and validated by the reviewing authority.</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	DISPOSITION OF APPLICATIONS	<p>d. Applications for which disapproval is recommended based on an unfavorable records check will not reflect this as a reason for disapproval. Any record of a felony, poor management of personal or family affairs, poor credit standing, a morals offense, a history of propensity for traffic violations or repeated offenses indicating an unwillingness to conform to laws and regulations, preclude an assignment to career counseling duty.</p> <p>e. With the exception of <i>d</i> above, reviewing authorities will state reason(s) for recommendation for disapproval.</p> <p>a. Applications which are disapproved by the major commander will be returned to the initiating unit with appropriate notation thereon.</p> <p>b. Applications from CONUS personnel which are approved by the major commander will be returned to the initiating unit, with appropriate approval notation, for action indicated on line 10, this table.</p> <p>c. Applications submitted in oversea commands for duties in CONUS which are approved by the major commander and in which the individual has indicated his choice of assignment (maximum of 3 choices in order of preference) will be forwarded by the major oversea commander to appropriate CONUS commanders (IN TURN) in the order of preference indicated in the application.</p> <p>(1) The letter of transmittal will indicate that the applicant is available for assignment upon successful completion of school course.</p> <p>(2) If the applicant is accepted for duty, the application will be returned (to major oversea commander) through Chief of Personnel Operations, ATTN: EPAD, Department of the Army, Washington, D.C. 20310, for assignment instructions.</p> <p>(3) If the applicant is not accepted, the application will be returned direct to the major oversea commander.</p>
10	TRAINING AND ASSIGNMENT.	<p>a. Applicants accepted for career counseling duty at their present duty station will attend the Army Recruiting and Career Counseling Course at The Adjutant General's School at the earliest practicable date. Assignment to career counseling duty is contingent upon successful completion of the school course. School quotas will be obtained from OPO under the telephone call system—OX 57275.</p> <p>b. Personnel selected for career counseling duty when reassignment is involved will attend the Army Recruiting and Career Counseling Course in a TDY status en route to their next assignment. Personnel who fail to successfully complete the school course will be reported by the Commandant of the School to the Chief of Personnel Operations in accordance with AR 614-205.</p> <p>c. The Commandant, the United States Army Adjutant General's School will award a certificate of completion to those students who successfully complete the Army Recruiting and Career Counseling Course of instruction.</p> <p>d. Subsequent to successful completion of the Army Recruiting and Career Counseling Course, individuals will be required to serve a probationary period of duty not to exceed 6 months.</p> <p>(1) Upon completion of this probationary period or earlier, unit commanders will initiate action to award PMOS OOE if the individual has demonstrated proficiency as a career counselor.</p> <p>(2) Personnel who fail to perform satisfactorily will be relieved from career counseling duty and reassigned in accordance with the needs of the service.</p>
11	UTILIZATION.....	<p>Commanders at all levels will insure that personnel assigned full-time reenlistment and career counseling duties are utilized primarily for that purpose a minimum of 90 percent of the normal duty hours and, if assigned additional duties, receive no more than other assigned officers and noncommissioned officers.</p>

1-17. Selection of enlisted personnel for additional duty career counseling. When possible, individuals who have had previous career counseling or recruiting experience should be assigned as additional duty career counselors. When

practicable, individuals assigned these duties should be selected from persons with the same general qualifications as those required for the duty on a full-time basis.

a. Personnel selected are encouraged to apply

for attendance at the Army Recruiting and Career Counseling Course, United States Army Adjutant General's School.

b. Additional-duty personnel will not be administered the Recruiters' Self-Description Blank or appear before an interview board.

1-18. Processing of personnel with MOS OOE who are due to return from oversea commands. Personnel serving in oversea commands who hold primary MOS OOE and who do not desire career counselor or recruiting duty in CONUS upon return from completed oversea tour will be reclassified into another MOS in accordance with section VI, chapter 2, AR 600-200 and reported on the AOR List. Personnel serving in

oversea commands who hold MOS OOE and who desire full-time duty as a career counselor in CONUS upon return from an oversea tour will take action as indicated below no earlier than 8 nor later than 6 months prior to date of completion of oversea tour.

a. If in grade E-7, E-8, or E-9, indicate preference of area and duty desired in the remarks section of the Enlisted Preference Statement (DA Form 2635).

b. If in grade E-5 or E-6, submit application on DA Form 2496 (Disposition Form) to indicate choice of area and duty desired through channels to Chief of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, D.C. 20310.

Section V. REENLISTMENT DATA CARD (DA FORM 1315)

1-19. Purpose and use. The Reenlistment Data Card (DA Form 1315) is designed as an aid in promoting an effective reenlistment program and will be used in implementing prescribed counseling procedures. Each interview and attendance at a reenlistment film will be recorded on the reverse of the DA Form 1315. Stereotyped remarks such as "will not reenlist," "does not like Army" will not be used on the DA Form 1315. Specific remarks should be made, as a result of interviews, as to the individual's objections to reenlistment and future plans. For example, if an individual has a civilian job waiting, the remark might show "Return to civilian employment—will work for Smith Construction Co., Boise, Idaho." For individuals returning to school, the remarks should show the name and location of the school.

1-20. Initiation. a. The initial DA Form 1315 will be prepared at U.S. Army Reception Stations for all individuals (except RFA and REP personnel) received for processing.

(1) The appropriate entries will be transcribed from the individual's personnel records subsequent to testing. Only applicable entries on the face of the DA Form 1315 will be completed.

(2) Entries subject to change (indicated as temporary) will be made in pencil; all others will be typewritten or made in ink.

(3) The DA Form 1315 will be forwarded as part of the individual's Military Personnel Records Jacket, U.S. Army (DA Form 201) to his first permanent duty station.

b. The unit personnel officer receiving and/or having custody of the individual's personnel records will verify the entries on the DA Form 1315.

(1) After verification, the forms will be forwarded to the commander of the individual concerned within 15 days from the date of assignment.

(2) If the individual's records do not contain a DA Form 1315, the unit personnel officer will prepare one as prescribed in a above.

(3) Career counselors will not be responsible for the preparation of DA Forms 1315.

c. A new DA Form 1315 will be prepared by the unit personnel officer and forwarded to the individual's commander whenever a subsequent enlistment is accomplished.

1-21. Maintenance. The DA Form 1315 will normally be maintained in the company/battery to which each individual is assigned. The results of interviews and counseling sessions and attendance at reenlistment film showings will be recorded on the form. Unit commanders will, prior to the individual's transfer or reassignment, make an appropriate entry in the reenlistment status section of the DA Form 1315.

a. A bar to reenlistment (sec. VIII, this chap.) will be initiated for individuals who are eligible but not recommended.

b. For individuals who are not eligible for reenlistment but who are recommended, the item "not eligible" will be checked and a brief explanation of reason.

c. Such remarks entered on the DA Form 1315 will be initialed by the unit commander.

1-22. Disposition. When the individual is transferred or reassigned prior to expiration of his term of service, the DA Form 1315 will be returned to the unit personnel officer and made a part of the individual's personnel records. The gaining unit personnel officer will follow the same procedures as are outlined in paragraph 1-20b.

a. When a favorable enlistment decision is obtained, the DA Form 1315 will be retained until enlistment has been accomplished at which time it will be disposed of in accordance with

AR 345-210 or AR 345-215.

b. When an individual declines to immediately enlist, DA Form 1315 will be forwarded to the Post or Command Reenlistment Office 30 days prior to ETS. DA Forms 1315 for persons not reenlisting will be mailed by the reenlistment office to the Commanding Officer of the U.S. Army Recruiting District in which the individual's home address is located.

c. Upon receipt of DA Forms 1315, U.S. Army Recruiting District Commanders will promptly dispatch them to the appropriate Recruiting Main Station so that recruiting personnel may use the information contained on the form to reenlist prior service personnel.

d. In no event will the DA Form 1315 accompany the personnel records of the individual to a transfer station or transfer activity.

e. For individuals who have not been recommended for reenlistment the form will be disposed of in accordance with AR 345-210 or AR 345-215.

Section VI. REENLISTMENT INTERVIEWS AND COUNSELING

1-23. General. Although this regulation prescribes that the maximum reenlistment effort will be made during the latter part of an individual's term of service, reenlistment indoctrination must begin on the day the individual reports to the unit. Counseling with a view to promoting reenlistment cannot be restricted to the last few months of an individual's term of service, especially among first-term personnel. In the interest of stability, economy or travel, and continuity of operations, major emphasis by unit commanders will be directed to inducing qualified individuals to reenlist for their present assignment.

1-24. Reenlistment interviews. Full advantage should be taken of the opportunities which reenlistment interviews afford to counsel, suggest, and assist individuals in making a definite plan. These discussions should be related to the grade and length of service of the individual being interviewed, and will be designed primarily to favorably influence his reenlistment intent.

a. Reenlistment interviews further provide an opportunity to extend encouragement, elimi-

nate old grievances, develop self-understanding and self-assurance.

b. Prior preparation is essential for satisfactory interview and will include collection of factual data concerning the individual.

c. During prescribed interviews each individual will be specifically queried as to the existence of civil offenses, convictions, and/or confinement.

d. Particular attention will be given to the applicant's ability to meet current mental standards for Regular Army service. When the individual does not meet current standards, he will be encouraged to participate in appropriate educational development programs in an effort to become qualified prior to the expiration of his current term of service.

1-25. Reenlistment counseling procedures. The unit commander is authorized to waive counseling procedures prescribed in this paragraph when he is convinced the individual will immediately enlist. When such action is taken, however, control will be maintained to insure the individual's favorable reenlistment intent has not

changed. The commanding officer of the individual will determine the individual's eligibility for reenlistment under the provisions of this regulation.

a. If the individual is not eligible for immediate reenlistment, the unit commander will determine by observation and job performance whether a request for waiver is warranted. If warranted, a request for waiver (chap. 3) will be initiated promptly and within the time frame specified in paragraph 3-2. When it is determined that waiver is not warranted, the individual will be apprised of this fact. The DA Form 1315 will be noted to reflect ineligibility for reenlistment.

b. If the individual is eligible for reenlistment, but for cogent reasons is not recommended, the unit commander will promptly initiate a bar to reenlistment under the provisions of section VIII, this chapter. The DA Form 1315 will be annotated accordingly.

c. If reenlistment is recommended by the unit commander and the enlisted person meets the eligibility requirements outlined in this regulation, the following action will be taken:

(1) During the period 8 to 10 months prior to expiration of term of service the individual will be interviewed by his unit commander. If not fully decided, he will be aided in analyzing his own abilities, opportunities, resources, and limitations.

(a) At this interview individual problems should be resolved as far as practicable.

(b) Each person recommended for retention and who is qualified for options will be presented with a signed copy of the handbook "You Can Go Places" explaining how this handbook provides information on reenlistment opportunities.

(c) Personnel will be encouraged to see

the unit career counselor for additional information.

(d) This interview will be entered on DA Form 1315.

(2) During the period subsequent to the unit commander's interview, the unit career counselor will contact the individual and conduct an interview in accordance with accepted interview procedures. Current reenlistment opportunities and benefits will be emphasized.

(a) Every effort will be made to obtain a reenlistment decision.

(b) Assistance from full-time reenlistment personnel at higher headquarters should be solicited to supplement unit reenlistment efforts.

(c) Interview by the full time and unit career counselor will be recorded on DA Form 1315.

(3) All personnel who are on their first tour of Army service or who upon expiration of current ETS will have 4 or less years service for pay purposes will attend a showing of the film, "Something to Build On" approximately 1 to 4 months prior to ETS. Adjustment of this schedule is authorized when considered appropriate by the unit commander. Attendance will be recorded on the DA Form 1315.

(4) Commanders will initiate aggressive programs designed to influence recommended first-term enlisted personnel who do not intend to reenlist. Prior to departure from the unit these individuals will be informed of the reenlistment opportunities available to them at time of separation or within 3 months thereafter. In addition, these individuals will be apprised of the provisions of chapter 2, AR 601-210 with respect to grade authorizations for enlistment after a break in service. An appropriate entry signifying that this interview was conducted will be entered on DA Form 1315.

Section VII. BROKEN OR UNFULFILLED REENLISTMENT COMMITMENTS

1-26. Policy. All personnel who allege their reenlistment commitment has not been fulfilled will be directed to the installation reenlistment officer or career counselor. The individual's MPRJ will be reviewed to determine the validity

of allegations. When it is determined by the installation commander that an individual does have an unfulfilled reenlistment commitment which he does not desire to waive, he will be reported to Office of Personnel Operations,

ATTN: EPADR, Department of the Army, Washington, D.C. 20310 as immediately available in accordance with AR 614-205 indicating

the individual has an unfulfilled reenlistment commitment.

Section VIII. BAR TO REENLISTMENT PROCEDURES

1-27. Purpose. This section prescribes procedures for the denial of enlistment to persons whose reentry into or continued service with the Army is deemed not to be in the best interests of the military service.

1-28. Policy. The policy of the Department of the Army is that only personnel of high moral character, professional competence, and demonstrated adaptability to the requirements of the professional soldier's moral code of exemplary performance and conduct shall be extended the privilege of enlisting in the Regular Army. Persons who cannot, or who do not, measure up to and maintain such standards, and whose separation under appropriate procedures is not warranted, will be barred from further service under the provisions of this section.

1-29. Guidelines in the use of bar to reenlistment procedures. *a.* Bar to reenlistment procedures will not be used in lieu of separation action under appropriate regulations such as AR 635-212.

b. Bar to reenlistment procedures will not be used in lieu of trial by courts-martial, nonjudicial punishment or other appropriate administrative action.

c. The fact that disciplinary or administrative action not resulting in separation has been previously taken does not preclude initiation of bar to reenlistment procedures if such action is deemed appropriate.

d. The fact that an individual may be issued an honorable or general discharge for the current period of service does not preclude initiation of bar to reenlistment procedures to deny the individual subsequent service in the Regular Army.

e. The fact that an individual may have served honorably for a number of years, though considered in the evaluation of his service, does not prohibit the initiation of bar to reenlistment procedures if such action is otherwise appropriate. Bar to reenlistment procedures

initiated against persons who have completed 18 or more years of active Federal service may be approved only by Headquarters, Department of the Army. Subject requests will be forwarded to Chief of Personnel Operations, ATTN: EPPAW, Department of the Army, Washington, D.C. 20310.

1-30. Criteria. The development and continued existence of a Regular Army composed of a body of high quality professional men and women demands that every commander be constantly alert to the need to detect and weed out those persons whose character or conduct, abilities or attitudes, motivation or adaptability for military service, proficiency or overall potential value to the Army, and/or general desirability for retention are not consistent with this goal. Commanders must be especially alert to the need to evaluate the advisability or desirability of affording continued military service to individuals of the following, or similar calibre:

a. Untrainable personnel. Continued effort and attention will be given to the early detection of individuals who are in fact untrainable for military service. These individuals who are found to be so lacking in abilities and aptitudes as to require frequent or continued special instruction or supervision will be identified as soon as possible with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into, or further service with, the Regular Army.

b. Unsuitable personnel. Continued effort and attention will be given to the detection of individuals who are in fact unsuitable for military service. These persons may exhibit their unsuitability through interests and/or habits which are detrimental to the maintenance of good order and discipline. They may have records of habitual minor misconduct requiring

corrective or disciplinary action. Where possible these individuals will be identified early in their military service with a view toward disposition in accordance with other appropriate regulations. When discharge under such procedures is not warranted, action will be taken under the provisions of this regulation to bar the individual from entry into or continued service with, the Regular Army.

c. Individuals against whom bar to reenlistment proceedings are initiated. The records of individuals against whom bar to reenlistment proceedings are initiated often disclose the recurrence of one or a combination of the following:

- (1) Late to formations, details, or assigned duties.
- (2) AWOL for 1 to 24 hour periods.
- (3) Losses of clothing and equipment.
- (4) Substandard personal appearance.
- (5) Substandard personal hygiene.
- (6) Persistent indebtedness, reluctance to repay or late payments.
- (7) Recurrent Article 15 punishments.
- (8) Frequent traffic violations.
- (9) "Rides" sick call without medical justification.
- (10) Late returning from pass or leave.
- (11) Misses bed check.
- (12) Cannot follow orders; shirks; takes too much time; is recalcitrant.
- (13) Cannot train for a job; apathetic; disinterested.
- (14) Cannot adapt to military life; uncooperative; involved in frequent difficulties with fellow soldiers.
- (15) Failure to manage personal, marital, and/or family affairs.
- (16) Involvement in discreditable incidents in the civilian community.
- (17) Involved in incidents of moral turpitude evidencing a character deficiency.

1-31. Procedures. An individual's unfitness, unsuitability, and/or failure to maintain the standards required for service in the Regular Army may be manifest soon after entry into the military service or it may not develop or become apparent until after many years of service.

a. The fact that substandard personnel may

have been permitted to remain on active duty for a number of years should not deter a current commander from taking action under the provision of this regulation or other appropriate directives if he does such action proper.

(1) A bar to reenlistment procedure normally should be initiated against an individual who has been assigned to a unit for less than 90 days.

(2) A bar to reenlistment procedures should not be based on generalities or approximate dates and/or vague places and times but should be specific and substantiated by official remarks made at the time of each occurrence. It is essential that all instances are made a matter of official record when acts considered unworthy of a member of the United States Army are performed.

(3) A bar to reenlistment is initiated without regard to an individual's ETS or his reenlistment intent.

(4) Normally, a bar to reenlistment procedure will not be initiated against an individual during the last 14 days prior to his departure from the unit to which currently assigned. When a bar to reenlistment is initiated during this period, the commander's certificate will contain a complete explanation of why the action was not taken at an earlier date.

b. The individual's unit commander will prepare a certificate signed in duplicate summarizing the basis for his intent to initiate bar to reenlistment procedures. This will include, if appropriate, the number and dates of courts-martial, incidents of punishment under Article 15, and all other factual and relevant information supporting his recommendation. The commander will refer the certificate to the enlisted person concerned for a statement in his own behalf, if desired, as required by paragraph 7, AR 640-98. The individual will be allowed a reasonable period of time for the preparation of his comment and the collection of any documents and/or pertinent materials.

c. Upon receipt of the comment of the individual, the certificate will be indorsed by the brigade/regimental or separate battalion commander, and approved or disapproved by the commander exercising general court-martial jurisdiction, the major commander, or Head-

<i>Line</i>	<i>Category of personnel</i>	<i>Authorized enlistment period</i>
C	Applicants with less than 15 years active Federal service who are granted waivers for failure to meet mental requirements prescribed by table 2-1.	3 years.
D	Applicants with more than 15 and less than 20 years active Federal service completed who are granted waivers for failure to meet mental requirements prescribed by table 2-1.	If current term of service cannot be amended and/or extended under the provisions of chapter 4 to permit completion of 20 years of active Federal service, applicant may be enlisted for the minimum authorized period which when combined with extension, if applicable, will expire on or as soon as possible after completion of 20 years active Federal service.
E	Persons having less than 6 years remaining until completion of 20 years of active Federal service at age 55 or over, or until reaching age 55 with 20 or more years of active Federal service.	If current term of service cannot be amended and/or extended under the provisions of chapter 4 to meet these criteria, applicant may be enlisted for the minimum authorized period which, when combined with extension if applicable, will expire on or as soon as possible after retirement eligibility has been attained.
F	Women with more than 18, and less than 20, years of active Federal service who are granted waivers for pregnancy or parenthood.	If current term of service cannot be amended and/or extended under the provisions of chapter 4, to permit completion of 20 years of active Federal service, applicant may be enlisted for the minimum authorized period which when combined with extension, if applicable, will expire on or as soon as possible after completion of 20 years active Federal service and attainment of retirement eligibility.
G	Persons appointed to pay grades E-7, E-8, and E-9, to whom the restrictions of lines B, C, D, or E above, apply will satisfy the minimum 2 year service-in-grade requirements for appointment to these grades.	If current term of service cannot be amended and/or extended under the provisions of chapter 4 to meet this service-in-grade requirement, applicant may be enlisted for the minimum authorized period which, when combined with extension, if applicable, will expire on or as soon as possible after service requirement has been met. Authority to waive restrictions for these persons may be delegated to appointment authority.

2-6. Enlistment grades—general information.

All enlistments in the Regular Army are accomplished in permanent grades.

a. All enlistments in pay grades E-1, E-2, and E-3 are permanent for all categories of personnel.

b. Those persons who, upon enlistment, are eligible for appointment to temporary grades higher than their permanent grades are appointed to such higher temporary grades on the date of their enlistment.

c. The dates of rank in grade for persons immediately enlisted will be determined as prescribed in section VI, AR 600-20 or as directed in enlistment grade authorization document.

d. Active duty for training (ACDUTRA) will not be considered in enlistment grade determinations except as specifically provided for in table 2-6.

e. For applicants eligible to immediately en-

list with grades held at time of last separation from the Army; grade, title, date of rank, and NCO/Specialist status will be the same as that held on date of separation.

f. For applicants eligible to immediately enlist with grades different from those held at time of last separation from the Army, grade title and NCO/Specialist status will be compatible with the requirements of chapter 7, AR 600-200 and the standards of grade authorization contained in AR 611-201.

2-7. Enlistment grades for special categories. Table 2-6 prescribes immediate enlistment grades for certain special category applicants. When it appears that an applicant listed in this table may be eligible for an enlistment grade determined in accordance with instructions contained elsewhere in this regulation, the provisions of table 2-6 will govern.

Table 2-6. Enlistment Grades for Special Categories

Line	If the applicant—	The permanent grade in which enlisted is—	The temporary grade to which appointed is—
1	Is a Medal of Honor Winner immediately enlisting.	That held on date of separation . . .	That held on date of separation.
2	Is a former enlisted member of the Regular Army who is separated honorably from current service on active duty as an Army commissioned or warrant officer.	The grade(s) held immediately before his service as an officer unless consideration for a higher grade is requested in accordance with line B, table 2-7.	The grade held immediately before his service as an officer unless consideration for a higher grade is requested in accordance with line B, table 2-7.
3	Is a member of the Army Reserve or Army National Guard on extended active duty (EAD) and is to be discharged from Reserve status and immediately enlisted in the Regular Army (ordered to EAD) UP, AR 135-210).	The grade in which ordered to EAD, unless it is more than one grade lower than current temporary grade. In such cases, permanent grade will be one grade lower than temporary grade.	The temporary grade held at discharge.

2-8. Temporary grades for immediate enlistment. Unless otherwise prescribed by this regulation or by special directive, the temporary grades authorized for Army enlisted members upon immediate enlistment in the Regular Army will be that held upon separation.

2-9. Permanent grades. Except as provided for in table 2-6, a member of the Regular Army immediately reenlisting is entitled to be reenlisted in the permanent grade held at time of separation.

2-10. Categories for which grade determinations must be requested. The Office of Personnel Operations will determine the permanent and temporary grades to be authorized categories of persons listed in table 2-7 upon immediate enlistment in the Regular Army. Requests for grade determinations will be submitted sufficiently in advance of separation date to permit continuous service. For processing requests for grade determinations, see paragraph 5-7.

Table 2-7. Categories for Which Grade Determinations Must be Required

Line	Identity—applicant is—
A	Currently serving as an Army commissioned or warrant officer without prior Regular Army enlisted service.
B	Currently serving as an Army commissioned or warrant officer for whom consideration of a higher grade than that to which entitled by prior Regular Army enlisted service is considered warranted and is requested.
C	Currently serving as an Army commissioned or warrant officer whose officer service is terminated by a general discharge and whose enlistment is authorized.
D	Currently serving on the USAR or ARNGUS Vietnam enlistment or active duty option UP DA Circular 601-19.

CHAPTER 4

ACTIONS AUTHORIZED TO MEET LENGTH OF SERVICE REQUIREMENTS

Section I. REGULAR ARMY PERSONNEL

4-1. General. Enlisted members of the Regular Army who have insufficient service remaining on current enlistment to satisfy service requirements will be afforded the opportunity, or required, as appropriate to take authorized actions indicated below to provide for continued service. Persons who are selected for attendance at an officer training program such as Officer Candidate School or Warrant Officer Flight Training will not be authorized discharge and immediate reenlistment if they have the required amount of service remaining or can meet the time remaining requirements by an amendment and/or extension of their current enlistment. If time remaining requirements for these persons cannot be met by maximum amendment and/or extension, a reenlistment period of 3 years is authorized. Regular Army personnel who are reenlistment qualified, to include those granted waivers, may take one or more of the following actions as authorized by this section, to provide for continued service:

- a. Elect a discharge for the convenience of the Government for the purpose of immediate reenlistment as provided for in chapter 5, AR 635-200.
- b. Amend current enlistment.
- c. Extend current enlistment.
- d. Sign a statement of intent to reenlist; or
- e. Elect any combination of b, c, and d above when appropriate.

4-2. Parental consent. Parental consent is required for a reenlistment, amendment, and/or extension accomplished for men who are under 18 years of age and women who are under 21 years of age at the time. Such consent will be obtained in accordance with chapter 5.

4-3. General considerations governing amendments and extensions. Regular Army members

who are permitted to amend and/or extend their term of service must be fully qualified for Regular Army enlistment.

a. Amendments and/or extensions are authorized only for the purposes specified in this section or to retire no more than 6 months after scheduled ETS (see para 12b(4), AR 635-230) except that the commander having custody of the individual's personnel records may authorize amendment and/or extension for other purposes when he determines it to be in the best interests of the Army.

b. Normally, only one amendment and/or extension will be authorized. The appropriate major commander may authorize a subsequent amendment and/or extension when he deems such action justified, unless the Chief of Personnel Operations must act upon a waiver request before an individual is fully qualified. In such cases, only the Chief of Personnel Operations may authorize a subsequent amendment or extension.

c. Requests for amendments and/or extensions will not be accepted from persons who are transfer processing for separation.

d. Amendments and extensions may be combined provided the total period of the enlistment as amended and extended does not exceed the maximum of 6 years and 11 months.

4-4. Amendments. The maximum enlistment period authorized is 6 years. A qualified member may only amend his current contract if he is serving on an enlistment period of less than 6 years. He may amend his contract to any of the longer periods authorized so long as the current enlistment, as amended, does not exceed the maximum of 6 years. For example, an applicant currently serving on a 3-year enlistment may amend his contract to a 4-, 5-, or 6-year en-

listment. An applicant currently serving on a 6-year enlistment is not eligible for an amendment. Amendments are accomplished as prescribed in chapter 5.

4-5. Extension. The maximum period of extension granted under this section will not exceed 11 months. If subsequent extensions are granted, the combined total of these extensions and all previous extensions of the current enlistment may not exceed 11 months. A qualified member may extend his current contract in periods of 1 through 11 months. Extensions under the provisions of this section are not granted for periods less than an entire month. Extensions are accomplished as prescribed in chapter 5. An individual may voluntarily request cancellation of the extension to his current enlistment when the original condition warranting the extension is nullified by valid reason(s).

a. Provided the period of extension has not commenced, the commander having custody of the individual's personnel records may approve the request for cancellation of extension when he determines this action to be in the best interests of the Army. When approved, the original of the request for cancellation will be forwarded to U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, Ind. 46249, and the duplicate will be filed as permanent material in the "Field File Section" of the individual's DA Form 201. Concurrently with the approval of a cancellation of an extension of enlistment, action will be taken to correct and/or cancel as appropriate, any records, reports, personnel actions, etc., affected by the extension.

b. If the period of extension has commenced, a valid request for cancellation will be forwarded for determination to The Adjutant General, ATTN: AGPO-SS, Department of the Army, Washington, D.C. 20310.

4-6. Statement of intent to reenlist. Regular Army enlisted personnel who are fully qualified for reenlistment under this regulation may sign a Statement of Intent to Reenlist. The Statement of Intent to Reenlist will be completed prior to accomplishment of the pertinent favorable actions indicated.

a. The Statement of Intent to Reenlist

(DA Form 3338) will be prepared in duplicate with both original and duplicate signed by the individual executing the statement and by a commissioned officer as witness thereto. The statement will be attached to amendment or extension oaths, if applicable. When the statement of intent to reenlist is signed and no amendment or extension is required, the original of the Statement of Intent to Reenlist (DA Form 3338) will be forwarded to Commanding Officer, U.S. Army Personnel Services Support Center, Fort Benjamin Harrison, Ind. 46249. The duplicate will be filed as permanent material in the MPRJ.

b. Those enlisted personnel who are eligible for reenlistment under this regulation with a waiver of some disqualifications may, provided a waiver is granted, be authorized to sign a Statement of Intent to Reenlist.

(1) In such cases, notwithstanding the provisions of chapter 3, a waiver may be requested at any time when the individual is required to meet a time in service remaining requirement, e.g., oversea shipment, attendance at a service school, etc.

(2) Waivers granted for this purpose under the provisions of chapter 3 will be filed in the individual's MPRJ. Provided the individual is recommended for reenlistment at that time, the waiver will serve as an instrument to permit his immediate reenlistment at normal ETS if he has maintained a satisfactory record and nothing has occurred between granting of the waiver and the normal ETS to preclude his reenlistment.

4-7. Persons with 4 or less years of service for pay completed. Persons with 4 or less years service for pay completed may extend their enlistment or accept discharge under AR 635-200 and reenlist to meet time remaining requirements when—

a. Applying for a service school or special assignment of choice.

b. Volunteering for an oversea assignment or to complete a normal oversea tour in the area in which serving.

4-8. Persons with over 4 years service for pay completed. Persons who have completed over 4 years service for pay are required to take ap-

CHAPTER 6 ENLISTMENT OPTIONS

Section I. GENERAL

6-1. General. Enlistment options are designed to merge valid Army requirements with the personal desires of individuals. In order that these two purposes may be best served it is necessary to insure that:

a. Persons accepted for specific options possess the prescribed prerequisites so that their ability to meet the performance requirements which will be expected of them by the Army can be more readily assured.

b. Persons applying for specific options are thoroughly oriented on the precise nature of the commitment being made so that they may be aware of the extent to which their personal desires can be satisfied by the option selected.

6-2. Qualifications. All applicants must be fully qualified for enlistment under basic eligibility criteria established elsewhere in this regulation. This chapter prescribes those additional requirements which must be met for the specific option involved.

a. Former members of the Peace Corps who served overseas may not be enlisted for options which would authorize assignment to USASA, any intelligence duties, or to the country in which they served as Peace Corps volunteers. See AR 614-7.

b. An applicant who has been granted a waiver for civil offenses other than minor traffic violations must be informed prior to enlist-

ment that his choice of options is limited to those which do not require a security clearance.

c. Individuals who have been alerted for oversea service either individually or as a unit are eligible only for present duty assignment option (table 6-3); however, qualified applicants who have 4 or less years of service for pay completed may be reenlisted for any option for which qualified at expiration of term of service (ETS).

d. The selection of an option under this regulation is permitted even if it will result in a second or subsequent permanent change of station during the same fiscal year. See AR 614-6.

6-3. Enlistment program at reception stations and during basic combat training. This program permits qualified inductees (AUS) personnel to enlist in the Regular Army for a minimum of 3 years for entry into long-term school training and for Special Forces Training. Implementing instructions will be issued in CONARC regulations. Enlistments under these programs shall not be counted as reenlistments for the purpose of determining eligibility for a VRB (chap. 10, AR 600-200).

6-4. Reports. Enlistments accomplished under the provisions of this chapter will be reported in accordance with instructions contained in AR 601-285.

Section II. AUTHORIZED OPTIONS

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6-5. Dual option. Qualified applicants enlisting in CONUS for certain options in this chapter are authorized to select an additional option in conjunction with the primary option chosen. In order for a dual option to be fully effective, the requirements for each of the options chosen must be met satisfactorily. Failure to qualify

for one of the options selected does not void the remaining option provided the applicant remains qualified therefor. Persons enlisting for dual options as authorized in table 6-1 will complete DA Form 3286-1 (Statements for Enlistment—Part VI—Dual Option).

Table 6-1. Dual Options.

<i>Line</i>	<i>First option</i>	<i>Applicant may select as second option</i>	<i>Notes</i>
1	Army Career Group 11 or 13.....	U.S. Army Europe or Eighth U.S. Army Korea.	1. Temporarily suspended. 2. Second option becomes effective upon completion of training.
2	Army Career Group.....	Airborne.....	1. ACG selected must lend itself to utilization in an airborne unit. 2. Second option becomes effective upon completion of ACG training.

Table 6-2. Regular Army Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	Regular Army Enlistment Option
2	DESCRIPTION OF OPTION.....	Promises initial assignment to training and/or duty in accordance with the needs of the Army.
3	AVAILABLE TO.....	All qualified applicants enlisting for periods of 3, 4, 5, or 6 years who are not eligible to select another available option. Included in this group are: a. Persons who have completed over 4 years service for pay purposes and who are in the TT&P Status at ETS. b. Persons who do not meet the prerequisites for selection of any other option.
4	PREREQUISITES.....	Meet basic eligibility criteria prescribed in chapter 2 of this regulation.
5	INFORMATION TO APPLICANTS	Applicants will be informed of the following: a. The provisions of lines 1, 2, 3, and 4 above. b. Enlistment for this option carries no guarantee or implied promise that the applicant will be assigned to a specific training, duty, or location, notwithstanding any personal qualifications, previous training, job experience, or personal desire which the applicant may possess. c. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.
6	OPTION PROCESSING PROCEDURES	Normal processing procedures prescribed by chapter 5 of this regulation.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
7	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part V—if appropriate (all female applicants). PART VI—for the Regular Army Enlistment Option is DA Form 3286-3.
8	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: <ol style="list-style-type: none"> <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Regular Army Enlistment Option UP table 6-2. DD Form 4 (Enlistment Contract—Armed Forces of the United States): <ol style="list-style-type: none"> Item 12: Table 6-2. Item 48: Regular Army Enlistment Option.

Table 6-3. Present Duty Assignment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	Present Duty Assignment Option.
2	DESCRIPTION OF OPTION.....	Promises initial assignment after enlistment will be to present duty assignment or to any vacancy for which qualified provided a change of station is not involved in the assignment.
3	AVAILABLE TO.....	Qualified applicants who are permanent party personnel immediately enlisting (within 24 hours) at the station to which assigned at the time of separation for periods of 3, 4, 5, or 6 years regardless of: <ol style="list-style-type: none"> Present component (AUS, USAR, NGUS, or RA). Grade. Amount of service completed. Quotas authorized TD or TOE vacancies. Whether their MOS is contained on current MOS surplus lists.
4	PREREQUISITES.....	Meet basic eligibility criteria prescribed in chapter 2.
5	INFORMATION TO APPLICANTS	Applicants will be informed of the following: <ol style="list-style-type: none"> The provisions of lines 1, 2, 3, and 4 above. Enlistments under this option are for initial assignment to the applicants present duty assignment or to any other vacancy under the jurisdiction of the same major commander for which the individual is qualified and accepted provided assignment to such vacancy does not involve a permanent change of station. Persons who will be surplus to grade and MOS requirements upon enlistment for this option may be reassigned at any time subsequent to enlistment. Enlistment for this option carries no guarantee or implied promise that any specific portion of the enlistment period will be served in the assignment for which enlisted. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, QR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus. Persons cannot be enlisted for a period of service that will expire prior to expiration of current term of service.
6	OPTION PROCESSING PROCEDURES	Normal processing procedures prescribed by chapter 5.
7	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part V—if appropriate (all female applicants). Part VI—for the Present Duty Assignment Option is DA Form 3286-22.
8	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: <ol style="list-style-type: none"> <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Present Duty Assignment Option UP table 6-3. If initial assignment is to other than present duty specify unit for which enlisted. DD Form 4 (Enlistment Contract—Armed Forces of the United States): <ol style="list-style-type: none"> Item 12: table 6-3. Item 48: "Present Duty Assignment" or if other than present duty assignment, specify unit for which enlisted, for example, "HQ CO U.S.A. (2A-2101)."

Table 6-4. Army Career Group Enlistment Option

Line	Item	Comment
1	NAME OF OPTION	Army Career Group Enlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to schooling or on-the-job training in one of the 3-character Military Occupational Specialties (MOS) embraced by the 2-character Army Career Group for which enlisted.
3	AVAILABLE TO	Qualified applicants enlisting for 3, 4, 5, or 6 years periods who: <ol style="list-style-type: none"> Are eligible for appointment to pay grade E-4 or below upon enlistment, and Have 4 or less years service for pay completed in any of the Armed Forces, or Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or Are first termers who: <ol style="list-style-type: none"> Have completed at least 8 months of active Federal service on current term of service as CAS inductees without prior Regular Army service, or Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> Meet the minimum medical fitness standards required for the Army Career Group selected unless the applicant is eligible under the provisions of AR 611-201 (Enlisted Military Occupational Specialties) for the Army Career Group selected by reason of the previous award of, and satisfactory performance in, an MOS within the same Army Career Group. Special medical fitness requirements for the initial classification and training of personnel in Army Career Groups are contained in section II, AR 611-201. Possess a standard score of 100 or higher in the aptitude area pertinent to the Army Career Group for which applying and standard scores of 90 or higher in at least two additional aptitude areas. Meet any additional prerequisites prescribed by AR 611-201 or other directives for the Army Career Group for which applying. The special requirements for the Army Career Group Option included in Table 6-4A, are provided to assist in determining the applicant's eligibility. This listing is not all-inclusive and the specific Army Career Group selected must be checked out in the manner described in Option Processing Procedures, line 7, this table.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must satisfy any special requirements for the Army Career Group which cannot be determined prior to his enlistment by the activity effecting his enlistment for this option.
6	INFORMATION TO APPLICANTS	Applicants will: <ol style="list-style-type: none"> Be informed of the provisions of lines 1 through 5 above. Be required to review the mental, medical, and special requirements of the ACG which are presented in section II, AR 611-201. Read the MOS descriptions, with special attention to the duties, physical, mental, and special requirement sections, of every MOS embraced by the Army Career Group for which applying. Read the description and prerequisites for attendance at formal training courses prescribed in DA Pam 350-10 (U.S. Army Formal Schools Catalog) for all MOS embraced by the ACG for which applying. Be informed of the MOS within the ACG for which he does not appear to be qualified on the basis of preenlistment processing. Be informed of all the prerequisites required for the ACG which cannot be determined prior to enlistment. Be informed that should he fail to meet any of these prerequisites after enlistment, he will be reassigned in accordance with the needs of the Army and will not be offered another enlistment choice.

Line	Item	Comment
7	OPTION PROCESSING PROCEDURES	<p>h. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.</p> <p>a. Normal processing procedures except as modified by the provisions of this table.</p> <p>b. Special counseling procedures for this option.</p> <p>(1) Although the applicant receives no single assurance of either school or on-the-job training prior to enlistment, he must be informed of his eligibility for school or on-the-job training in the MOS of the ACG so far as it can be determined before his enlistment, and he must be made aware of those applicable prerequisites which must be determined after enlistment.</p> <p>(2) The conduct of counseling of this scope requires a familiarity with, and reference to, all applicable regulations. Those most frequently needed are listed in table 6-4A. This list is not all inclusive and additional references, as appropriate, should be used.</p> <p>(3) Although the applicant is required by line 6 above, to read and review certain directives, he should be questioned and specifically counseled on significant aspects of the directives he has read to insure his comprehension of pertinent facts.</p> <p>c. Army career group quotas in CONUS will be requested from the appropriate U.S. Army Recruiting Command District Headquarters.</p> <p>d. Persons in CONUS who enlist for this option will be reported to the Office of Personnel Operations for assignment instructions in accordance with the provisions of AR 614-205.</p>
8	SPECIAL PROCESSING FOR OVERSEA COMMANDS	<p>Persons authorized enlistment for this option while serving in an overseas command are governed by the following:</p> <p>a. Applicant must select an Army Career Group for which the overseas command has a training capability and in which a vacancy for assignment exists within the command.</p> <p>b. No quota limitations apply to such enlistments.</p> <p>c. Enlistment commitments are considered fulfilled upon the individual's departure from the overseas command.</p>
9	STATEMENTS FOR ENLISTMENTS	<p>Parts I, II, IV, and VI—all applicants.</p> <p>Part V—if appropriate (all female applicants).</p> <p>Part VI—for the Army Career Group Option is DA Form 3286-5.</p>
10	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p>a. <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Army Career Group Option, ACG ----- UP table 6-4.</p> <p>b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States):</p> <p>(1) Item 12: table 6-4.</p> <p>(2) Item 48: Army Career Group (2-digit), (Title).</p>

6-6. Special processing requirements for the Army career group enlistment option. Information presented in table 6-4A is provided to assist in the counseling of applicants for the Army Career Group Option. Although this table will be updated periodically as new requirements develop, it is not, nor should it be regarded, as all-inclusive of the counseling requirements for this option. Those responsible for determining the eligibility of applicants for this option must refer to other pertinent directives as indicated necessary by the applicant's qualifications and questions, and the Army Career Group for which applying.

Table 6-4. Special Requirements for the Army Career Group Enlistment Option

Line	Item	Comment
A	MOST FREQUENTLY USED REFERENCES	<p>1. AR 40-501—Standards of Medical Fitness.</p> <p>2. AR 50-3—Personnel Security Standards for Nuclear Capable Organizations and Activities.</p> <p>3. AR 190-5—Motor Vehicle Traffic Supervision.</p>

Line	Item	Comment
		4. AR 195-11—Accreditation of Military Police Criminal Investigators.
		5. DA Pam 350-10—U.S. Army Formal Schools Catalog.
		6. AR 381-130—Counterintelligence Investigations Supervision and Control.
		7. AR 600-200—Enlisted Personnel Management System.
		8. AR 600-205—Enlisted Intelligence Career Development Program.
		9. AR 601-210—Regular Army Enlistment Program.
		10. AR 601-280—Army Reenlistment Program.
		11. DA Pam 601-3—Processing Guide—Applicants for Special Intelligence, Army Career Group 97 (Controlled Intelligence MOS)
		12. AR 604-5—Clearance of Personnel for Access to Classified Defense Information and Material.
		13. AR 604-10—Military Personnel Security Clearance.
		14. AR 604-20—Security Requirements for Personnel Information and Education Activities.
		15. AR 611-7—Selection and Processing of Volunteers for Airborne Training and Assignment.
		16. AR 611-15—Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Weapons Positions.
		17. AR 614-40—Assignments in Controlled Intelligence MOS.
		18. AR 611-201—Manual of Enlisted Military Occupational Specialties.
		19. AR 614-7—Assignment of Former Peace Corps Members.
B	ACG 11—INFANTRY—ARMOR.	1. Normal color perception must be determined by pseudoisochromatic plates. 2. Persons enlisting for ACG 11 may be given the choice of Infantry or Armor. a. If Infantry is chosen, the qualifying aptitude area is IN or COA. b. If Armor is chosen, the qualifying aptitude area is AE or COB. c. Entries in Item 48, DD Form 4, will be as follows: (1) No preference: Army Career Group 11—Infantry-Armor. (2) Preference Infantry: Army Career Group 11—Infantry. (3) Preference Armor: Army Career Group 11—Armor.
C	ACG 12—COMBAT ENGINEERING	Normal color perception must be determined by pseudoisochromatic plates.
D	ACG 13—FIELD CANNON AND ROCKET ARTILLERY	1. Requires a score of 90 or higher on the Motor Vehicle Driver Selection Battery I. 2. Progression beyond the basic level in this career group requires clearance for access to SECRET information in accordance with AR 604-5.
E	ACG 15—FIELD ARTILLERY MISSILES	1. Must be native born United States citizen. 2. Must qualify for security clearance.
F	ACG 16—AIR DEFENSE MISSILES	1. Must be native born United States citizen. 2. Must qualify for security clearance.
G	ACG 21—BALLISTIC MISSILE ELECTRONIC MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special screening provisions of AR 611-15 apply to some MOS within the ACG. 4. Special educational requirements apply.
H	ACG 22—GUIDED MISSILE ELECTRONIC MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Progression beyond basic level in this ACG requires security clearance. 4. Special screening provisions of AR 611-15 apply to some MOS of this ACG.
I	ACG 23—MISSILE FIRE CONTROL ELECTRONIC MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special educational requirements apply.
J	ACG 25—FIRE DISTRIBUTION SYSTEM REPAIR	1. Must qualify for security clearance. 2. Special educational requirements apply.
K	ACG 26—RADAR AND MICRO-WAVE MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special educational requirements apply.
L	ACG 31—FIELD COMMUNICATIONS EQUIPMENT MAINTENANCE	1. Must be a United States citizen. 2. Persons with a history of juvenile delinquency or criminal tendency indicated by civil offenses other than minor traffic violation or other minor offenses for which no civil restraint exists are ineligible.

Line	Item	Comment
M	ACG 32—FIXED PLANT COMMUNICATIONS EQUIPMENT MAINTENANCE	1. Must qualify for security clearance. 2. Must meet prerequisites of DA Pam 350-10. 3. Special educational requirements apply.
N	ACG 33—INTERCEPT EQUIPMENT MAINTENANCE	1. Must qualify for security clearance. 2. Must meet prerequisites of DA Pam 350-10.
O	ACG 34—DATA PROCESSING EQUIPMENT MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply.
P	ACG 35—ELECTRICAL/ELECTRONIC DEVICES MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Security clearance required for some MOS of ACG. 3. Special educational requirements apply for some MOS in this ACG.
Q	ACG 41—PRECISION DEVICES.	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness requirements apply (see AR 611-201).
R	ACG 42—PROSTHETIC APPLIANCES	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply (see AR 611-201).
S	ACG 43—TEXTILE LEATHER REPAIR	Must meet prerequisites of DA Pam 350-10.
T	ACG 44—METALWORKING....	Must meet prerequisites of DA Pam 350-10.
U	ACG 45—ARMAMENT MAINTENANCE	Must meet prerequisites of DA Pam 350-10.
V	ACG 46—MISSILE MECHANICAL MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Must qualify for security clearance.
W	ACG 52—POWER PRODUCTION AND DISTRIBUTION	Must meet prerequisites of DA Pam 350-10.
X	ACG 53—INDUSTRIAL GAS PRODUCTION	Must meet prerequisites of DA Pam 350-10.
Y	ACG 55—AMMUNITION.....	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness standards apply (see AR 611-201). 3. Must qualify for security clearance.
Z	ACG 56—SUPPLY HANDLING..	Must meet prerequisites of DA Pam 350-10.
AA	ACG 57—GENERAL DUTY.....	Must meet prerequisites of DA Pam 350-10.
BB	ACG 61—MARINE OPERATIONS	Must meet prerequisites of DA Pam 350-10.
CC	ACG 62—ENGINEER HEAVY EQUIPMENT OPERATION AND MAINTENANCE	Requires score of 90 or higher on the Motor Vehicle Driver Selection Battery I.
DD	ACG 62—AUTOMOTIVE MAINTENANCE	1. Requires score of 90 or higher on the Motor vehicle Driver Selection Battery I. 2. Must qualify for appropriate military motor vehicle operator's permit.
EE	ACG 64—MOTOR TRANSPORT.	1. Requires score of 90 or higher on the Motor Vehicle Driver Battery I. 2. Must possess valid State driver's license. 3. Must qualify for appropriate military motor vehicle operator's permit.
FF	ACG 66—RAILWAY OPERATIONS	Must meet prerequisites of DA Pam 350-10.
GG	ACG 68—AIRCRAFT COMPONENTS REPAIR	Must meet prerequisites of DA Pam 350-10.
HH	ACG 72—COMMUNICATIONS CENTER OPERATIONS	Must qualify for security clearance for some MOS in this ACG.
II	ACG 74—DATA PROCESSING..	Must meet prerequisites of DA Pam 350-10.
JJ	ACG 81—DRAFTING CARTOGRAPHY	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply.
KK	ACG 82—SURVEYING.....	Special educational requirements apply.
LL	ACG 83—PRINTING.....	Must meet prerequisites of DA Pam 350-10.
MM	ACG 84—PICTORIAL.....	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness requirements apply (see AR 611-201).
NN	ACG 92—LABORATORY PROCEDURES	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
OO	ACG 93—TECHNICAL EQUIPMENT OPERATION	<ol style="list-style-type: none"> 1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply (see AR 611-201). 3. Special medical fitness requirements apply.
PP	ACG 95—LAW ENFORCEMENT	<ol style="list-style-type: none"> 1. Requires score of 90 or higher on the Motor Vehicle Driver Selection Battery I. 2. Special requirements of AR 611-201. 3. No record of civil offenses other than minor traffic violations as defined in AR 190-5 which warrant assessment of six points or less.
QQ	ACG 96—GENERAL INTELLIGENCE	<ol style="list-style-type: none"> 1. Must meet prerequisites of DA Pam 350-10. 2. Must not be a former Peace Corps member. 3. Must qualify for security clearance.
RR	ACG 97—SPECIAL INTELLIGENCE	<ol style="list-style-type: none"> 1. Must be 21 years of age or older. 2. Must not be a former Peace Corps member. 3. Must be qualified for SECRET security clearance. 4. Must be processed as prescribed in Table 6-11.
SS	ACG 98—SIGNAL INTELLIGENCE	<ol style="list-style-type: none"> 1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance.
TT	ACG 05—RADIO CODE.....	<ol style="list-style-type: none"> 1. Must be a United States citizen. 2. Must not have history of juvenile delinquency or criminal tendency as indicated by civil offenses other than minor traffic violations or other minor offenses for which no civil restraint exists. 3. Must qualify for security clearance.

Table 6-5. In-Service MOS Producing Army Service School Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	In-Service MOS Producing Army Service School Enlistment Option (DA Form 3286-23.
2	DESCRIPTION OF OPTION.....	Promises attendance at the specific MOS Producing Army Service School course of choice, provided prescribed prerequisites are met.
3	AVAILABLE TO.....	<p>Male and female applicants enlisting for 4, 5, or 6 year periods who:</p> <ol style="list-style-type: none"> a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and b. Have 4 or less years service for pay completed in any of the Armed Forces, or c. Have over 4 years service for pay completed and less than 7 years active Federal service completed provided they: <ol style="list-style-type: none"> (1) Are eligible for appointment to pay grade E-5 or below upon enlistment, and (2) Hold a PMOS that is listed as overage in current DA Cir 611-4, and (3) Enlist for a course which trains for an MOS listed as shortage in current DA Cir 611-4, or d. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or e. Are first termers who: <ol style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or (3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>Applicant must:</p> <ol style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Not be a Regular Army member with over 4 years service for pay who is being separated upon return from an incomplete oversea tour. c. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in Table 2-2.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
		<ul style="list-style-type: none"> (1) For those who are enlisted with a firm school commitment: <ul style="list-style-type: none"> (a) Course number and title. (b) Class reporting date. (c) School Quota Control Number (SQN). (d) Reporting date to school (same as class reporting date). (2) For those who are enlisted with a school commitment which requires confirmation: <ul style="list-style-type: none"> (a) Information indicated in (1) above, and (b) The following statement "Confirmation of school course commitment must be requested from Chief of Personnel Operations, ATTN: EPRDS, Department of the Army (OXford 57275) not earlier than (date) or later than (date)." (3) Orders will assign enlistees to the student detachment of the appropriate Army service school as follows: <ul style="list-style-type: none"> (a) Those enlisted for attendance at school courses of 20 or more weeks duration will be assigned to the school in a PCS status. (b) Those enlisted for attendance at school courses of less than 20 weeks duration will be assigned to the school in a TDPFO-PCS status as prescribed in appendix I, AR 310-10.
	<i>b. DD Form 4: (Enlistment Contract—Armed Forces of the United States):</i>	
	(1) For those who are enlisted with a firm school course commitment enter:	<ul style="list-style-type: none"> (a) Item 12: Table 6-5. (b) Item 48: MOS Producing Army Service School Option for (Course title) (Course number). (c) Item 56: Ref Item 48: Class quota authorized by SQN (number) per (DA instrument of authorization).
	(2) For those who are enlisted with a school commitment which requires confirmation, enter:	<ul style="list-style-type: none"> (a) Item 12: Table 6-5. (b) Item 48: MOS Producing Army Service School Option for (course title) (course number). See Item 56. (c) Item 56: Ref Item 48: "Tentative class quota authorized per (DA instrument of authorization). This school commitment must be confirmed not earlier than (date) or later than (date) and the enlistee may be required to choose an alternate course depending upon availability and changes in his qualifications, grade, or MOS which affect his eligibility for enrollment in the course shown in Item 48." Enlistee will initial this remark.

Table 6-6. Oversea Area Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	Oversea Area Enlistment Option (DA Form 3286-8).
2	DESCRIPTION OF OPTION....	Promises to qualified applicants, initial duty assignment to the oversea area of choice from among those listed in AR 614-30.
3	AVAILABLE TO.....	<p>Male and female applicants enlisting for 4-, 5-, or 6-year periods (3 years authorized for Republic of Vietnam only) who are eligible for enlistment in pay grade E-6 or below upon enlistment and:</p> <ul style="list-style-type: none"> a. Have 4 or less years service for pay completed, or b. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service completed, or c. Have over 4 years service for pay completed and less than 7 years active Federal service provided they are eligible for appointment to pay grade E-5 or below upon enlistment, or d. Are first termers who: <ul style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army services, or

Line	Item	Comment
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<p>Applicant must:</p> <ul style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Qualify as a volunteer for overseas service under the provisions of AR 614-30. c. Not be a Regular Army member with over 4 years service for pay who is being separated upon return from an incomplete overseas tour. d. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. e. Be qualified in a PMOS for which an overseas requirement exists. f. Have no assignment limitation which would preclude assignment to the overseas area selected to include citizenship status UP paragraph 3-6, AR 600-200.
6	INFORMATION TO APPLICANTS	<p>Applicant must retain qualifications for assignment to the overseas area for which enlisted.</p> <p>Applicant will be:</p> <ul style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedures for enlisting for this option. c. Informed of the provisions of AR 614-30. d. Advised that a valid requirement must exist for his MOS and grade in the desired overseas area. e. Informed that his option guarantees only initial assignment to the overseas area of choice and that no assurance concerning the duration of this initial assignment can be made. f. Informed of the provisions of line 7 below, with respect to the actions required to obtain authorization for concurrent travel of dependents, if applicable, and/or Port Call instructions. g. Informed that if he is currently serving on an overseas tour he must meet service-in-the-command requirements as indicated on lines 8, 9, and 10 below. h. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table-</p> <ul style="list-style-type: none"> a. <i>Application and Determination of Eligibility.</i> <ul style="list-style-type: none"> (1) Applicants desiring to enlist for this option will submit application on DA Form 2496 (Disposition Form) as indicated in AR 614-30 and including information required by AR 614-205 and the following: <ul style="list-style-type: none"> (a) Additional awarded MOS. (b) Desired assignment (3 choices in order of preference). (c) Overseas area from which last returned, date of return, and number of months service, if applicable. (d) Applicant's eligibility for concurrent travel of dependents and whether or not he desires to request concurrent or nonconcurrent travel of dependents. (e) Physical profile code. (2) The Army Career Counselor will review application, verify ETS or desired enlistment date, determine applicant's POR qualifications (AR 612-35) and orient the applicant on requirements for concurrent travel (see AR 55-46). b. <i>Obtaining Assignment Instructions</i> (See lines 8, 9, and 10 for special instructions pertaining to overseas commands): <ul style="list-style-type: none"> (1) <i>When:</i> Request will be made not earlier than 30 days prior to anticipated date of enlistment.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
10	SPECIAL PROCEDURES FOR OTHER THAN FIRST TERMERS SERVING IN OVERSEA COMMANDS	<ul style="list-style-type: none"> (1) Provided requirements preclude assignment to the initial areas of choice selected, the applicant will submit additional choices until an acceptable assignment has been obtained. (2) Appropriate action will be taken in accordance with line 8c above. a. Those persons serving in oversea commands with more than 4 years service for pay and less than 7 years active Federal service who are authorized to enlist for this option must: <ul style="list-style-type: none"> (1) Complete the prescribed tour for the area in which serving before the option becomes effective. (2) As an exception to (1) above, personnel enlisting for the Republic of Vietnam under this option will be authorized immediate reassignment. (3) Submit application indicating oversea area choices not earlier than 4 nor later than 1 month prior to proposed enlistment date. <ul style="list-style-type: none"> (a) Provided requirements at time of submission of application do not permit assignment to either of the 3 choices indicated, the applicant will submit additional choices until an acceptable commitment has been obtained. (b) If applicable, this option will be reconfirmed not earlier than 6 months nor later than 3 months prior to scheduled departure date from the oversea command in which serving. b. Those persons serving in oversea commands with less than 4 years service for pay completed who are not first termers as defined in lines 3d(1), (2), and (3) above, and who desire enlistment for this option must: <ul style="list-style-type: none"> (1) Submit application indicating oversea area choices not earlier than 4 or later than 1 month prior to scheduled ETS. (2) Provided requirements at time of submission of application do not permit assignment to either of the 3 choices indicated, the applicant will submit additional choices until an acceptable assignment has been obtained.
11	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, and VI—all applicants. Part V—if applicable (all female applicants). Part VI—for the Oversea Area Enlistment Option is DA Form 3286-8.
12	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: <ul style="list-style-type: none"> a. <i>Orders</i> Enlistment orders will specify applicant is an enlistee for the Oversea Area Enlistment Option UP table 6-6, and will include additional information as follows: <ul style="list-style-type: none"> (1) Assignment Control Number (ACN). (2) Date of Authorization. (3) Oversea organization and station. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): <ul style="list-style-type: none"> (1) Item 12: Table 6-6. (2) Item 48: Oversea assignment to (oversea Area Authorized). (3) Item 56: Ref Item 48: Initial assignment authorized by ACN (number) per (DA instrument of authority) (date).

Table 6-7. In-Service CONUS Station of Area Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	In-Service CONUS Station or Area Enlistment Option.
2	DESCRIPTION OF OPTION....	This option is for 12-month stabilization at a CONUS Station or Area of Choice provided a requirement exists within current priorities.
3	AVAILABLE TO.....	Male and female applicants serving overseas enlisting for 4-, 5-, or 6-year periods regardless of length of service who: <ul style="list-style-type: none"> a. Are eligible for enlistment/reenlistment in pay grades E-7—E-9 who will complete a normal oversea tour in Vietnam. b. Are eligible for enlistment/reenlistment in pay grades E-6 and below who will complete a normal oversea tour in any oversea area (including Vietnam).
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ul style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table.

Line	Item	Comment
		<ul style="list-style-type: none"> b. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. c. Complete a normal oversea tour. d. Be qualified in an MOS for which a requirement exists at the CONUS Station or area for which applying. e. Have no assignment limitation which will preclude assignment to the station or area of choice.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must retain qualifications for assignment to the station or area for which enlisted.
6	INFORMATION TO APPLICANTS	<p>Applicant will be:</p> <ul style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedure for enlisting for this option. c. Informed that this option is for a 12-month stabilized tour of duty at the station of choice provided a requirement exists in his MOS and grade. No assurance concerning the duration of this assignment beyond the 12 month stabilization can be made. d. Informed that if he (or she) will complete a normal oversea tour of duty but is not eligible for separation, he (or she) may be discharged for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate reenlistment for this option. e. Informed that individuals cannot be enlisted for a period of service that will expire prior to expiration of current term of service. f. Informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <ul style="list-style-type: none"> a. <i>Application and Determination of Eligibility:</i> <ul style="list-style-type: none"> (1) Applicants desiring to enlist for this option will submit application on DA Form 2496 including the information required by AR 614-205 and the following: <ul style="list-style-type: none"> (a) Additional awarded MOS. (b) Desired station or area (3 choices in order of preference). (c) Date departed United States and date normal oversea tour will be completed. (d) Physical profile code. (2) The Army career counselor will assist the applicant as necessary in the preparation of application and will verify the items of personnel data reported. b. <i>Obtaining Assignment Instructions.</i> (See lines 8 and 9 for special instructions pertaining to patients and personnel with less than 4 years service returned to CONUS for separation after completion of normal tour.) <ul style="list-style-type: none"> (1) <i>When:</i> Request will be made not earlier than 6 months nor later than 1 month prior to completion of normal oversea tour. (2) <i>How:</i> <ul style="list-style-type: none"> (a) Assignment authorizations will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPADR-I, telephone OXford 57291, for personnel in grades E-6 and below; EPADS, Telephone OXford 53361 for personnel in grades E-7 through E-9, and intelligence and special category personnel. (b) Upon receipt of a telephone call or communication requesting assignment authorization for a specific CONUS station, the Office of Personnel Operations will determine CONUS station requirement. If a requirement does not exist an alternate assignment will be offered prospective reenlistee. (3) <i>What:</i> <ul style="list-style-type: none"> (a) In his request for assignment instructions, the career counselor will report the personnel data required by AR 614-205 and line 7a above.

Line	Item	Comment
		<p>(b) When authorization to enlist for this option is granted, the career counselor will be certain that he has obtained the following information:</p> <ol style="list-style-type: none"> 1. Assignment Control Number (ACN). This number will be used in enlistment orders and recorded on DD Form 4 as prescribed by line 11 below. 2. CONUS station for which enlistment is authorized. 3. Name of individual in OPO approving request and date of approval.
		<p>c. <i>Failure to Enlist:</i></p> <ol style="list-style-type: none"> (1) Should an applicant for this option fail to enlist for the authorized assignment, a report of cancellation will be made immediately to OPO. (2) Report may be made by telephone, electrically transmitted message, or written communication, and will include individual's name and Assignment Control Number (ACN).
		<p>d. <i>Promotion or Demotion:</i></p> <ol style="list-style-type: none"> (1) Personnel who are promoted or demoted following selection of this option, but before accomplishing reenlistment, will be reported for a new assignment authorization in accordance with above. (2) If a change in the individual's grade and/or MOS subsequent to reenlistment and prior to reporting to the new scheduled duty station makes the individual no longer qualified to fill a requirement at that station, it is possible that he may not be ordered to his station of choice.
		<p>e. Enlistment will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the overseas command. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p>
8	SPECIAL PROCEDURES FOR PATIENTS	Personnel who are evacuated from an overseas command through hospital channels may elect this option upon their availability for reassignment providing they have credit for completion of normal overseas tour.
9	SPECIAL INSTRUCTIONS FOR PERSONNEL RETURNED FOR SEPARATION	Personnel with 4 years or less service for pay purposes who complete their overseas tours and who are being returned to CONUS for separation and who do not elect this option overseas, may elect to reenlist for this option after arrival in CONUS by reenlisting immediately.
10	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, VI—all applicants. Part V—if applicable (all female applicants). Part VI—for the In-Service CONUS Station or Area Enlistment Option is DA Form 3286-19.
11	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: <ol style="list-style-type: none"> a. <i>Orders:</i> Enlistment orders will specify applicant is an enlistee for the CONUS Station or Area Enlistment Option UP table 6-7, and include additional information as follows: <ol style="list-style-type: none"> (1) Assignment Control Number (ACN). (2) Date of authorization. (3) CONUS Station to which assigned. b. <i>DD Form 4: (Enlistment Contract—Armed Forces of the United States):</i> <ol style="list-style-type: none"> (1) Item 12: Table 6-7. (2) Item 48: CONUS Station or Area Enlistment Option with initial assignment to (specify as indicated in assignment authorization). (3) Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per DA instrument of authority (date).

Table 6-8. Airborne Training/Duty Option

Line	Item	Comment
1	NAME OF OPTION	Airborne Training/Duty Option.
2	DESCRIPTION OF OPTION.....	Promises initial assignment to airborne duty provided required training is completed satisfactorily and individual can pass Physical Fitness Test.

<i>Line</i>	<i>Item</i>	<i>Comment</i>
3	AVAILABLE TO.....	Male applicants enlisting for 3-, 4-, 5-, or 6-year periods who: <ol style="list-style-type: none"> Are eligible for appointment to pay grade E-6 or below upon enlistment, and Have 4 or less years service for pay completed in any of the Armed Forces, or Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or Are first termers who: <ol style="list-style-type: none"> Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service. Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<ol style="list-style-type: none"> Basic eligibility criteria prescribed by this regulation, as modified by this table. Special requirements as prescribed in AR 611-7 (Selection and Processing of Volunteers for Airborne Training and Assignment).
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<ol style="list-style-type: none"> Satisfactorily complete required training. After successful completion of training, at least 1 year of service with an airborne unit may be required.
6	INFORMATION TO APPLICANTS	<ol style="list-style-type: none"> Applicant will be informed of the provisions of AR 611-7 and this table. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Applicant will:</p> <ol style="list-style-type: none"> Submit an application for airborne training/duty as prescribed in AR 611-7 and as modified by the provisions of this table. Upon approval of application for airborne training/duty applicant will undergo normal enlistment processing as prescribed in this regulation.
8	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>Notwithstanding the provisions of AR 611-7, first termers indicated in lines 3d(1), (2), and (3) of this table who are enlisted for airborne training/duty will be governed by the following:</p> <ol style="list-style-type: none"> When airborne training is available in the oversea command in which serving, enlistment for this option will entail continued service in the same oversea area. When airborne training is not available in the oversea command in which serving, enlistment for this option entails mandatory return to CONUS if $\frac{1}{2}$ of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date, whichever occurs first. (Applicant receives credit for a completed oversea tour.)
9	STATEMENTS FOR ENLISTMENT REQUIRED	Part I, II, IV, & VI—all applicants.
10	RECORD ENTRIES AND ORDERS	<p>Part VI—for the Airborne Training/Duty Option is DA Form 3286-10.</p> <p>Orders and records of applicants found qualified for enlistment for this option will contain entries as follows:</p> <ol style="list-style-type: none"> <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Airborne Training/Duty Option UP table 6-8. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): <ol style="list-style-type: none"> Item 12: Table 6-8. Item 48: Airborne Training/Duty Option.

Table 6-9. Special Forces Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	Special Forces Enlistment Option.
2	DESCRIPTION OF OPTION.....	Promises initial assignment to special forces duty provided prerequisites are met.
3	AVAILABLE TO.....	Male applicants enlisting for 3-, 4-, 5-, or 6-year periods who: <ol style="list-style-type: none"> Are eligible for appointment to pay grade E-6 or below upon enlistment, and

Line	Item	Comment
		<ul style="list-style-type: none"> b. Have at least 4 months active service in any Armed Force, and c. Have 4 or less years service for pay purposes completed in any Armed Force, or d. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or e. Are first termers who: <ul style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or (3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than that on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>Applicant must meet:</p> <ul style="list-style-type: none"> a. Basic eligibility criteria prescribed by this regulation as modified by b. Special requirements prescribed in AR 611-7, and c. Special requirements prescribed in AR 614-62.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<p>Applicant must:</p> <ul style="list-style-type: none"> a. Satisfactorily complete required training. b. After successful completion of training, at least 18 months of service with a special forces unit may be required.
6	INFORMATION TO APPLICANTS	<ul style="list-style-type: none"> a. Applicants will be informed of the provisions of AR 611-7, AR 614-62, and this table. b. Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Applicant will:</p> <ul style="list-style-type: none"> a. Be initially interviewed to determine his general qualifications as prescribed in AR 611-7, 614-62, and this table. b. Be medically examined, if required, and be administered any required mental tests to include the Special Forces Selection Battery. c. Be assisted in the submission of an application for Special Forces Training/Duty as prescribed in AR 614-62 and as may be modified by the provisions of this table. d. Upon approval of application for special forces training/duty, applicant will undergo normal enlistment processing as prescribed in these regulations. e. If applicant declines enlistment or becomes disqualified after acceptance, the declination or disqualification will be reported to the commander who approved the applicants enlistment for this option. f. Acceptances not finalized by enlistment within 30 days are automatically void. "Date of acceptance" is defined as the member's current ETS date or date of availability as indicated in original application for special forces training/duty. g. Upon enlistment for this option, persons will be assigned in accordance with instructions contained in the instrument of approval for enlistment.
8	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	<p>Notwithstanding the provisions of AR 611-7, and AR 614-62, first termers indicated on lines 3e(1), (2), and (3) of this table who are enlisted for the special forces enlistment option while serving in an oversea command will be governed by the following:</p> <ul style="list-style-type: none"> a. When there is a special forces organization assigned within the oversea command, enlistment for this option will entail continued service in the same oversea area. b. When there is no special forces organization assigned within the oversea command, enlistment for this option entails mandatory return to CONUS if $\frac{3}{4}$ of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date, whichever occurs first. (Applicant receives credit for a completed oversea tour.)

Line	Item	Comment
9	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part VI—for the Special Forces Enlistment Option is DA Form 3286-11.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found qualified for enlistment for this option will contain entries as follows: <ol style="list-style-type: none"> a. <i>Orders</i>: Enlistment orders will specify that the applicant is an enlistee for the Special Forces Enlistment Option table 6-9. and will identify the special forces organization to which destined for training. b. <i>SF 88</i> (Report of Medical Examination): <ol style="list-style-type: none"> (1) Item 76A: 111111 (for men who have never performed special forces duty). (2) Item 76B: A (for men who have never performed special forces duty). (3) Item 77A: Enlistment for Special Forces Training/Duty. c. <i>DD Form 4</i>: (Enlistment Contract—Armed Forces of the United States). <ol style="list-style-type: none"> (1) Item 12: Table 6-9. (2) Item 48: Special Forces Enlistment Option. (3) Item 56: Ref Item 12: Enlistment for Special Forces authorized by (<i>cite instrument which authorizes enlistment for special forces</i>). (4) Attach as inclosures to DD Form 4: <ol style="list-style-type: none"> (a) Original application attached to duplicate copy. (b) Copies of enlistment authorization document attached to original and duplicate copies of DD Form 4.

Table 6-10. United States Army Security Agency (USASA) Enlistment Option

Line	Item	Comment
1	NAME OF OPTION.....	United States Army Security Agency (USASA) Enlistment Option.
2	DESCRIPTION OF OPTION....	Promises initial assignment to USASA provided required prerequisites are met.
3	AVAILABLE TO.....	Male applicants enlisting for 3-, 4-, 5-, or 6-year periods who: <ol style="list-style-type: none"> a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and b. Have 4 or less years service for pay completed in any of the Armed Forces or with prior active Federal service. c. Are members of the USAR or NGUS/enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or d. Are first termers who: <ol style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or (3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Have satisfactorily completed basic (basic combat) training. c. Be a high school graduate or the equivalent. (The CGUSASA may waive this requirement.) d. Have a GT aptitude area score of 100 or higher. (The CGUSASA may waive this requirement.) e. Be of excellent character, discretion, and of unquestioned loyalty to the United States. f. Meet citizenship requirements as follows: <ol style="list-style-type: none"> (1) Applicant and spouse <i>must</i> be United States citizens. If the applicant or spouse is a United States citizen by naturalization, approval procedures on line 7b below, apply.

<i>Item</i>	<i>Item</i>	<i>Comment</i>
8	SPECIAL PROCEDURES FOR FIRST TERMERS SERVING IN OVERSEA COMMANDS	First termers indicated on lines 3d(1), (2), and (3) of this table who are accepted for enlistment for the USASA Enlistment Option while serving in an oversea command will be governed by the following: Enlistment for this option entails mandatory return to CONUS if 5/6 of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first. (Applicant received credit for a completed oversea tour.)
9	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part V—if appropriate (all females). Part VI—for the United States Army Security Agency Enlistment Option is DA Form 3286-12.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: a. <i>Orders</i> Enlistment orders will specify applicant is an enlistee for the USASA Enlistment Option UP table 6-10, and will include the following additional information. (1) USASA unit to which assigned. (2) Authority for assignment and acceptance by USASA. (3) Two copies of all orders issued on persons enlisting for this option will be forwarded to the CGUSASA, ATTN: IAAG-PP, Arlington Hall Station, Arlington, Va. 22212. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): (1) Item 12: Table 6-10. (2) Item 48: USASA Enlistment Option with initial assignment to (unit). (3) Item 56: Ref Item 48: USASA Acceptance and assignment instructions per (cite authority).

Table 6-10A. MOS for Training and Assignment Under the USASA Enlistment Option

<i>Line</i>	<i>MOS code</i>	<i>MOS title</i>
OPERATIONS		
1	74A10.....	Data Processing Equipment operator.
2	74B20.....	Card and Tape Writer.
3	74E20.....	ADPS Console Operator.
4	74F20.....	ADPS Programing Specialist.
5	93G20.....	Microbarograph Specialist.
6	98B20.....	Cryptoanalytic Specialist.
7	98C20.....	Traffic Analyst.
8	98D20.....	Communication Security Analyst.
9	98G20.....	Voice Interceptor.
10	98J20.....	Signal Analyst.
11	04B20.....	Interceptor (Foreign Language).
12	05C20.....	Radio Teletype Operator.
13	05D20.....	Special Identification Operator.
14	05G20.....	Communications Monitor.
15	05H20.....	Morse Interceptor.
16	05K20.....	Teletype Interceptor.
MAINTENANCE		
17	26F20.....	Radar Repairman.
18	26K20.....	Electronic Warfare Repairman.
19	26L20.....	Microwave Radio Repairman.
20	31K20.....	General Cryptographic Repairman.
21	32B20.....	Fixed Station Receiver Repairman.
22	32C20.....	Fixed Station Transmitter Repairman.
23	32F20.....	Fixed Ciphony Repairman.
24	32G20.....	Fixed Cryptographic Repairman.
25	33B20.....	Intercept Equipment Repairman.
26	33E20.....	Microbarograph Repairman.
27	34C20.....	ADPS Equipment Repairman.
28	34D20.....	ADPS Repairman.

Table 6-11. Special Intelligence Duties (ACG 97) Enlistment Option

Line	Item	Comment
1	NAME OF OPTION	Special Intelligence Duties (ACG 97) Enlistment Option.
2	DESCRIPTION OF OPTION.....	Promises initial assignment to duty in controlled intelligence military occupational specialties (MOS) and duties provided required prerequisites are met.
3	AVAILABLE TO	Male and female applicants enlisting for 3, 4, 5, or 6 year periods who: <ol style="list-style-type: none"> Are eligible for appointment to pay grade E-6 or below upon enlistment, and Have 4 or less years service for pay completed in any of the Armed Forces, or Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or Are first termers who: <ol style="list-style-type: none"> Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or Have completed at least 8 months of active Federal services on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> Meet eligibility criteria prescribed by this regulation as modified by the provisions of this table. Meet special requirements as prescribed in AR 614-40 (Assignments in Controlled Intelligence MOS's).
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must: <ol style="list-style-type: none"> Satisfactorily complete any training to which he may be assigned. Must be the subject of a favorable background investigation to include an evaluation of potential and personal characteristics. Qualify for retention in special intelligence duties by satisfactory performance of assigned duties and maintenance of the high standards of integrity and loyalty required by the intelligence operations. Maintain a record free from indiscretions or defects of a character which are deemed unacceptable by the Chief of Personnel Operations.
6	INFORMATION TO APPLICANTS	Applicant will be informed of the following: <ol style="list-style-type: none"> Provisions of lines 1 through 5 above. Provisions of AR 614-40. The scope, purpose, and prerequisites for attendance at school courses for special intelligence MOS as prescribed in DA Pam 350-10 (U.S. Army Formal Schools Catalog). The MOS descriptions of special intelligence MOS as contained in AR 611-201, and AR 611-202. That only male personnel are selected for duties in MOS 97C (Area Intelligence Specialist). Individuals enlisted/reenlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will be advised that they will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	Applicant will: <ol style="list-style-type: none"> Submit an application for special intelligence duties as prescribed in AR 614-40 and as modified by the provisions of this table. Upon approval of application for special intelligence duties, applicants will undergo normal enlistment processing as prescribed in this regulation.
8	SPECIAL PROCEDURES FOR OVERSEA COMMANDS	Notwithstanding the provisions of AR 614-40, first termers indicated on lines 3d(1), (2), and (3) of this table who are accepted for the Special Intelligence Duties (ACG 97) Enlistment Option while serving in an oversea command will be governed by the following: <p>Enlistment for this option entails mandatory return to CONUS if $\frac{5}{6}$ of the prescribed oversea tour has been completed or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first. (Applicant receives credit for a completed oversea tour.)</p>

<i>Line</i>	<i>Item</i>	<i>Comment</i>
9	STATEMENTS FOR ENLISTMENT REQUIRED	Parts I, II, IV, & VI—all applicants. Part V—if appropriate (all female applicants). Part VI—for the Special Intelligence Duties (ACG 97) Enlistment Option is DA Form 3286-13.
10	RECORD ENTRIES AND ORDERS	Orders and records of applicants found qualified for enlistment for this option will contain entries as follows: <ol style="list-style-type: none"> a. <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Special Intelligence Duties Enlistment Option UP table 6-11, and will include the following additional information: <ol style="list-style-type: none"> (1) Report date to U.S. Army Intelligence School, if applicable. (2) Initial unit of assignment, if applicable. (3) Approval authority and date. (4) Two copies of the enlistment orders will be furnished the Chief of Personnel Operations, ATTN: EPADS-I, Department of the Army, Washington, D.C. 20310 within 15 days of enlistment date. b. <i>DD Form 4</i>: (Enlistment Contract—Armed Forces of the United States): <ol style="list-style-type: none"> (1) Item 12: Table 6-11. (2) Item 48: Special Intelligence Duties Enlistment Option (ACG 97) with initial assignment to (unit, if applicable). (3) Item 56: Ref Item 48: OPO acceptance per (cite authority) (date).

Table 6-12. United States Army Air Defense Command (USARADCOM) Enlistment Option

<i>Line</i>	<i>Item</i>	<i>Comment</i>
1	NAME OF OPTION.....	USARADCOM Enlistment Option.
2	DESCRIPTION OF OPTION....	Promises initial assignment to a surface-to-air guided missile (SAM) unit of the United States Army Air Defense Command (USARADCOM) located in or near a metropolitan area of choice selected from the list of locations shown in table 6-12A, provided required prerequisites are met.
3	AVAILABLE TO.....	Male applicants enlisting for 4, 5, or 6 year periods who: <ol style="list-style-type: none"> a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and b. Have 4 or less years service for pay completed in any of the Armed Forces, or c. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed, or d. Are first termers who: <ol style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or (3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Be a citizen of the United States. c. Meet the requirements of AR 611-15 (Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Weapons Positions). d. Have a numerical designation of "1" under the "S" (Psychiatric) factor of the physical profile serial "PULHES". e. Not have a history of mental instability, juvenile delinquency, or criminal tendencies. f. If enlisted with a training assignment in an MOS of Army Career Group 16, meet without exception, the school prerequisites established in DA Pam 350-10 (U.S. Army Formal Schools Catalog). g. If enlisted with an assignment for on-the-job training at the ARADCOM area of choice in MOS 17H, possess an AE aptitude area score of 100 or higher.

Line	Item	Comment
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<p>Applicant must:</p> <ol style="list-style-type: none"> a. Successfully complete the training to which assigned. b. Qualify for, and retain, a security clearance. c. Qualify for continued training and/or duty under the provisions of AR 611-15.
6	INFORMATION TO APPLICANTS	<p>Applicants will be informed of the following:</p> <ol style="list-style-type: none"> a. The provisions of lines 1 through 5 above. b. That he may indicate in order of preference 3 of the locations listed in table 6-12A, one of which will serve as the basis for his initial assignment provided a vacancy exists. If no suitable vacancy exists at either of the 3 locations chosen, the applicant will be permitted to select in order of preference, 3 other locations which he is willing to accept. c. That acceptance by the CGUSARADCOM is required for enlistment for this option. d. That persons assigned to ARADCOM in the MOS covered by this option are subject to the selection and retention criteria prescribed in AR 611-15 throughout the period of their training and assignment. The applicant will be permitted to review AR 611-15 and his attention will be called specifically to the provisions of section II, and paragraph 16, thereof. e. That if accepted for enlistment for ARADCOM under this option, he will be assigned for training and/or duty in one of the following MOS only: <ol style="list-style-type: none"> (1) MOS 16B—Hercules Missile Crewman. (2) MOS 16C—Hercules Fire Control Crewman. (3) MOS 16D—Hawk Missile Crewman. (4) MOS 16E—Hawk Missile Fire Control Crewman. (5) MOS 16H—Air Defense Artillery Operations and Intelligence Assistant. (6) MOS 17H—Fire Distribution Systems Crewman. f. That if he is accepted for training in MOS 17H, he will be assigned directly to the USARADCOM metropolitan area of choice for on-the-job elementary guided missile training. g. That if he is accepted for training in MOS 16B, 16C, 16D, 16E, or 16H, he will receive such training at the 1st Air Defense Guided Missile Brigade (Training), Fort Bliss, Texas prior to assignment to the USARADCOM metropolitan area of choice. h. That men accepted for enlistment for this option who are already qualified in one of the MOS listed above, proceed directly to the unit of assignment designated by the CGUSARADCOM. i. That the training to which an applicant is assigned depends on his individual qualifications and USARADCOM requirements at the metropolitan area of choice selected. j. That missile units of USARADCOM are located in or in proximity to the metropolitan areas shown in table 6-12A. It must be understood by the applicant that these are "area" assignments and are not necessarily within "city limits." k. Provided ARADCOM SAM units continue to exist in the area, men enlisted for this option who have not previously served with USARADCOM are guaranteed a stabilized tour in their initial area of choice as indicated below: <ol style="list-style-type: none"> (1) 14 months—persons assigned to training in MOS 17H. (2) 12 months—persons assigned to training in MOS 16B, 16C, 16D, 16E, and 16H. l. Should all USARADCOM SAM units in the area of initial assignment be relocated or inactivated, men who have not yet completed the stabilized period promised will: <ol style="list-style-type: none"> (1) Be permitted to select three areas of choice where ARADCOM SAM units with vacancies in their PMOS are located. (2) If they do not make a selection, be reassigned to other ARADCOM units designated by the CGUSARADCOM to complete the period of stabilization remaining in their enlistment commitments.

Table 6-13. Bandsman Enlistment Option

Line	Item	Comment
1	NAME OF OPTION.....	Bandsman Enlistment Option.
2	DESCRIPTION OF OPTION....	Promises initial assignment to the Army band of choice or to an Army Band. Unassigned, provided required prerequisites are met.
3	AVAILABLE TO.....	Male applicants enlisting for 3, 4, 5, or 6 year periods who are eligible for appointment to pay grade E-6 or below upon enlistment, and <ol style="list-style-type: none"> a. Have 4 or less years service for pay completed, or b. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service completed, or c. Are first termers who: <ol style="list-style-type: none"> (1) Have completed at least 8 months of active Federal service on current term of service as AUS inductees without prior Regular Army service, or (2) Have completed at least 8 months of active Federal service on current term of extended active duty as members of the USAR or NGUS without prior Regular Army service, or (3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistments with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Meet the bandsman technical proficiency requirements prescribed by the CG, USCONARC. c. Be auditioned by an Active Army bandmaster from whom a letter of recommendation is required. d. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. e. Meet the requirements of AR 614-3 if applying for the U.S. Army band.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. Successfully complete any bandsman training to which assigned. b. Qualify for retention in bandsman assignment by satisfactory performance of duty and technical competence.
6	INFORMATION TO APPLICANTS	Applicant will be: <ol style="list-style-type: none"> a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedure for enlisting for this option. c. Informed that this option guarantees initial assignment to Army bands as indicated below provided the appropriate commander shown approves enlistment and preliminary training (as required) is successfully completed: <ol style="list-style-type: none"> (1) <i>Special Bands</i> <ol style="list-style-type: none"> (a) THE UNITED STATES ARMY BAND. Applicants must be approved by the Commanding General, Military District of Washington, United States Army. (b) THE UNITED STATES ARMY FIELD BAND. Applicants must be approved by the Commanding General, First United States Army, Fort George G. Meade, Md. 20755. (c) THE UNITED STATES MILITARY ACADEMY BAND. Applicants must be approved by the Superintendent, United States Military Academy, West Point, N.Y. 10996. (2) Only the specific band is located. (3) <i>Army Bands Unassigned</i>: Applicant must be approved by the auditioning bandmaster as evidenced by his letter of recommendation. (4) <i>United States Army Element (CA 2525), The School of Music, Naval Amphibious Base, (Little Creek), Norfolk, Va. 23521</i>: Applicants for initial assignment to this activity as instructor personnel must be approved by The Adjutant General, ATTN: AGMB, Department of the Army, Washington, D.C. 20310.

Line	Item	Comment
	d.	Oriented on bandsman school courses, to include a review of course purpose, scope, and prerequisites as outline in DA Pam 350-10 and a review of the MOS description (AR 611-201) for the instrument involved.
	e.	Informed that if he is applying for the U.S. Army Band, U.S. Army Field Band, or U.S. Military Academy Band he will be processed under the provisions of chapter 4, AR 600-200 and will be placed on a 5-day period of temporary duty with the band for which applying for the purpose of audition and interview before final approval of his enlistment will be granted.
	f.	Informed that if applying for a band other than as indicated in line 6e above, travel performed for auditioning purposes will be at no expense to the Government.
	g.	Informed that should he fail to complete any required training he will be reassigned in accordance with the needs of the Army and his enlistment commitment will be considered fulfilled.
	h.	Informed that if he is approved for enlistment for a specific band (as defined on line 6c(2) above) he is assured of a minimum 1-year tour with the band for which enlisted, provided his performance of duty continues to be satisfactory. This 1-year tour begins on the date the individual is actually assigned to the specific band. <ol style="list-style-type: none"> (1) Upon completion of the 1-year tour, continued assignment with the band will depend on satisfactory performance of duty and the needs of the service. (2) The enlistment commitment of bandsmen who may be reassigned for unsatisfactory performance of duty, or upon completion of the guaranteed 1-year tour, is considered fulfilled and individuals concerned are required to complete the term for which enlisted.
	i.	Informed of the requirements of AR 614-3 if he is an applicant for enlistment for the United States Army Band.
	j.	Advised that an applicant in CONUS may not enlist for a band in an overseas command and an applicant in an overseas command may not enlist for a band in CONUS. An applicant in an overseas command may only enlist for a band within the same overseas command provided the command has an appropriate bandsman vacancy.
	k.	Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	Normal processing procedures except as modified by the provisions of this table. <ol style="list-style-type: none"> a. <i>Application and Determination of Eligibility</i> <ol style="list-style-type: none"> (1) Individuals desiring to enlist for this option will submit application on DA Form 2496 (Disposition Form). (2) Persons who desire enlistment for one of the special bands will be processed in accordance with chapter 4, AR 600-200. (3) The career counselor will review application and interview applicant to establish eligibility for application for this option. The counselor will: <ol style="list-style-type: none"> (a) Insure that applicant is aware of the provisions of line 6, this table. (b) Verify the specific bandsman assignment for which the applicant desires enlistment. (c) Insure that an applicant desiring enlistment for the U.S. Army Band meets the criteria specified by AR 614-3. (d) Arrange a date and time for a personal audition with the bandmaster of the nearest Active Army band. (e) Request instructions from The Adjutant General, ATTN: AGCA, by electrically transmitted message for applicants who desire enlistment for instructor duty at the United States Army Element (CA 2525), The School of Music, Naval Amphibious Base, (Little Creek), Norfolk, Va. 23521. b. <i>Audition by bandmaster:</i> <ol style="list-style-type: none"> (1) The bandmaster will determine the technical proficiency of the applicant, using the selection criteria prescribed by the CG, USCONARC.

Line	Item	Comment
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>(3) Have completed at least 8 months of active Federal service on current term of service as members of the Regular Army serving on first enlistment with no prior service. These persons are required to enlist for periods of service equal to or greater than those on which serving.</p> <p>Applicant must:</p> <ol style="list-style-type: none"> Meet basic eligibility requirements for enlistment in the Regular Army as modified by the provisions of this table. Have successfully completed a 1-year course in practical or vocational nursing at a State approved school. Have a current State license to practice nursing as a practical or vocational nurse. Have satisfactorily completed basic (basic combat) training.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	<p>Applicant must:</p> <ol style="list-style-type: none"> Satisfactorily complete the medical MOS training to which assigned. Qualify for award and retention of MOS 91C.
6	INFORMATION TO APPLICANTS	<p>Applicant will be:</p> <ol style="list-style-type: none"> Informed of the provisions of lines 1 through 5 above. Advised that upon enlistment for this option he will be assigned to the Medical Training Center, For Sam Houston, Tex., for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman MOS 91A if he has not previously completed such training. Oriented on the purpose and scope of training in MOS 91A as outlined in DA Pam 350-10 and on MOS descriptions (AR 611-201) for MOS 91A and MOS 91C. Informed that if not already entitled to this grade, he will be appointed to Specialist Four, pay grade E-4, upon entry into training for MOS 91A (Medical Corpsman). Informed that if not already entitled to this grade, he will be appointed to Specialist Five, pay grade E-5, upon successful completion of training in MOS 91A (Medical Corpsman) Advised that upon successful completion of training in MOS 91A and appointment to pay grade E-5, he will be awarded MOS 91C (Clinical Specialist). Advised that should he fail to satisfactorily complete training in MOS 91A he will be reduced to the grade held prior to entry into basic medical training and will be required to complete the term of service for which enlisted. Advised that upon successful completion of training he will be reassigned in accordance with the needs of the Army and no promise concerning his future assignments can be made. Informed that qualified applicants who have previously completed training in MOS 91A successfully are not required to undergo retraining. Such persons who enlist for this option are appointed to Specialist Five, pay grade E-5 and awarded MOS 91C immediately upon enlistment for this option. Be informed that individuals enlisted prior to completion of 21 months active Federal service (chap. 10, AR 600-200) will permanently lose their entitlement to the Variable Reenlistment Bonus.
7	OPTION PROCESSING PROCEDURES	<p>Normal processing procedures except as modified by the provisions of this table.</p> <ol style="list-style-type: none"> <i>Verification of qualifications:</i> <ol style="list-style-type: none"> The applicant's license as a practical or vocational nurse will be examined and its validity verified. The applicant will be required to submit a school record which verifies the length, State approval, and successful completion of the one year nursing course required. The license number and State identification will be recorded on the DD Form 4 as indicated on line 10 below. All personal documents used to verify applicant's qualifications will be returned to the applicant. <i>Quotas:</i> No quotas apply to this option.

Line	Item	Comment
8	SPECIAL INSTRUCTIONS FOR OVERSEA COMMANDS	<p>c. <i>Assignment:</i> Qualified persons apply for this option who have previously completed MOS 91A training successfully and who are eligible for appointment to grade E-5 and award of MOS 91C immediately upon enlistment will be reported to Headquarters, Department of the Army for assignment instructions in accordance with AR 614-205.</p> <p>d. Processing requirements for this option in oversea commands are the same as those within CONUS except as modified by line 8 below.</p> <p>a. Because prescribed schedules for processing oversea applicants for this option may require deferment of the option's effective date for a considerable period beyond date of enlistment, the chances of administrative error and/or broken commitments are greater than were the option to become effective immediately upon enlistment. Special care and specific controls are required to insure, to the maximum extent, that such errors do not occur.</p> <p>(1) The unit to which an individual is assigned at the time he submits request to enlist for this option is responsible for insuring compliance with the enlistment commitment.</p> <p>(2) In those cases where a change in the individual's status subsequent to reenlistment affects his eligibility for enlistment for this option, the individual must be advised and assisted in the selection an additional option for which qualified.</p> <p>b. Enlistments will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the oversea command. Personnel records will be transmitted in accordance with the provisions of AR 640-10.</p> <p>c. Notwithstanding the provisions of AR 614-30, first termers indicated on lines 3d(1), (2), and (3) of this table who are enlisted for the Practical Nurse Enlistment Option while serving in an oversea command will be governed by the following:</p> <p>(1) Enlistment for this option entails mandatory return to CONUS if $\frac{1}{2}$ of the prescribed oversea tour has been completed, or upon completion of 1 year of service beyond enlistment date for this option, whichever occurs first.</p> <p>(2) Applicant receives credit for a completed oversea tour.</p> <p>d. Those persons serving in oversea commands with more than 4 years service for pay and less than 7 years active Federal service who are authorized to enlist for his option must complete the prescribed tour for the area in which serving before the option becomes effective.</p> <p>e. Those persons serving in oversea commands with less than 4 years service for pay completed who are not first termers as defined in lines 3d(1), (2), and (3) above, and who desire enlistment for this option will be enlisted prior to scheduled departure date from the oversea command.</p>
9	STATEMENTS FOR ENLISTMENT REQUIRED	<p>Parts I, II, IV, & VI—all applicants. Part V—if applicable (all female applicants). Part VI—for the Practical Nurse Enlistment Option is DA Form 3280-16-R (image size 7 x 9$\frac{3}{4}$ inches) which will be reproduced locally on 8- by 10$\frac{1}{2}$-inch paper a sample of which follows this table. (fig. 6-1).</p>
10	RECORD ENTRIES AND ORDERS	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p>a. <i>Orders:</i> Enlistment orders will specify applicant is an enlistee for the Practical Nurse Enlistment Option UP table 6-14, and will include the following additional information:</p> <p>(1) For applicants who require MOS 91A training, orders will reassign individual to the Medical Training Center, Fort Sam Houston, Tex. for training in Army Subject Schedule 8-910, Technical Training for Medical Corpsman, MOS 91A.</p> <p>(2) For applicants who have successfully undergone MOS 91A training previously, orders will assign the individual in accordance with OPO assignment instructions.</p> <p>b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States):</p> <p>(1) <i>Item 12:</i> Table 6-14.</p>

Line	Item	Comment
		(2) Item 48: Practical Nurse Enlistment Option.
		(3) Item 56: Ref Item 48: Currently licensed as a practical (or vocational) nurse per (State) nurse license certificate (number) expiration date (date).

Table 6-15. In-Service Drill Sergeant Enlistment Option

Line	Item	Comment
1	NAME OF OPTION.....	In-Service Drill Sergeant Enlistment Option.
2	DESCRIPTION OF OPTION....	This option is for an 18 month stabilized tour of duty at one of three training centers of choice provided applicant completes the drill sergeant course and is accepted as a drill sergeant.
3	AVAILABLE TO.....	Qualified male enlisted applicants serving overseas enlisting for 4-, 5-, or 6-year periods regardless of length of service who: <ol style="list-style-type: none"> a. Are serving in pay grades E-4 through E-7. b. Will complete unaccompanied normal overseas tours of duty in short tour areas.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	Applicant must: <ol style="list-style-type: none"> a. <i>Combat Arms personnel.</i> <ol style="list-style-type: none"> (1) Possess demonstrated proficiency in present MOS (primary or secondary), and have a GT score of 90 or above. (2) Physically qualified to perform trainer duties. Last physical combat proficiency test (PCPT) score must be at least 300. (3) Good military bearing. (4) Must have demonstrated leadership and soldierly qualities. (5) Must have no record of disciplinary action during current term of service which, in the opinion of his unit commander, may adversely affect his performance as a drill sergeant. (6) No record of emotional instability. (7) Not over 39 years of age. (8) Fluent in English. (9) Personnel serving as specialist must be eligible for appointment as Acting NCO's. (10) Must not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-2. b. <i>Other than Combat Arms personnel.</i> <ol style="list-style-type: none"> (1) Serving in surplus or balanced MOS contained in DA Circular 611-4 providing such individuals are not drawing proficiency pay (Specialty). (2) Meet prerequisites outlined in a above.
5	INFORMATION TO APPLICANTS	Applicant will be: <ol style="list-style-type: none"> a. Informed of the provisions of lines 1 through 4 above. b. Informed of the complete procedure for enlisting for this option. c. Informed that if he will complete a normal overseas tour of duty but is not eligible for separation, he may be discharged for the convenience of the Government under the provisions of AR 635-200 for the purpose of immediate enlistment. d. Informed that he cannot be enlisted for a period of service that will expire prior to expiration of current term of service. e. Informed that if he enlists prior to completion of 21 months active Federal service (chap. 10, AR 600-200) he will permanently lose his entitlement to the Variable Reenlistment Bonus.
6	OPTION PROCESSING PROCEDURES	Normal processing procedures except as modified by the provisions of this table. <ol style="list-style-type: none"> a. <i>Application and Determination of Eligibility.</i> <ol style="list-style-type: none"> (1) Applicants desiring to enlist for this option will submit application on DA Form 2496 (Disposition Form) and will include the following information: <ol style="list-style-type: none"> (a) Name. (b) Grade. (c) SN/SSAN. (d) PMOS.

Line	Item	Comment
		(e) ETS.
		(f) BPED.
		(g) DEROS.
		(h) BASD.
		(i) Citizenship.
		(j) Marital status.
		(k) Number of dependents.
		(l) Number of months overseas.
		(m) DDALV desired.
		(n) Desired assignment (3 choices of training centers).
	(2)	The Army career counselor will assist the applicant as necessary in the preparation of application and will verify the items of personnel data reported.
	b.	<i>Obtaining Assignment Instructions.</i>
	(1)	<i>When:</i> Request will be made not earlier than 6 months nor later than 1 month prior to completion of normal oversea tour.
	(2)	<i>How.</i>
	(a)	Assignment authorizations will be requested by telephone or in writing from Office of Personnel Operations, ATTN: EPADR-I, telephone OXford 5-7291. AUTOVON (AUTOVON Voice Network) lines will be used to the maximum.
	(b)	Upon receipt of a telephone call or communication requesting assignment authorization for a specific training center, the Office of Personnel Operations will determine CONUS requirement. If a requirement does not exist at any of the three choices, an alternate assignment will be offered prospective reenlistee.
	(3)	<i>What:</i>
	(a)	In his request for assignment instructions, the career counselor will report the personnel data required in a above and reenlistment date.
	(b)	When authorization to enlist for this option is granted, the career counselor will be certain that he has obtained the following information:
		1. Assignment Control Number (ACN). This number will be used in enlistment orders and recorded on DD Form 4 as prescribed by line 8 below.
		2. Training center for which enlistment is authorized.
		3. Name of individual in OPO approving request and date of approval.
	c.	<i>Failure to Enlist:</i>
	(1)	Should an applicant for this option fail to enlist for the authorized assignment, a report of cancellation will be made immediately to OPO.
	(2)	Report may be made by telephone, electrically transmitted message, or written communication, and will include individual's name and Assignment Control Number (ACN).
	d.	<i>Promotion or Demotion:</i>
	(1)	Personnel who are promoted or demoted following selection of this option, but before accomplishing reenlistment, will be reported for a new assignment authorization in accordance with above.
	(2)	If a change in the individual's grade and/or MOS subsequent to reenlistment and prior to reporting to the new scheduled duty station makes the individual no longer qualified to fill a requirement at that station, it is possible that he may not be ordered to his Station of choice.
	e.	Enlistment will be accomplished and all required personnel records prepared or completed prior to the individual's departure from the oversea command. Personnel records will be transmitted in accordance with the provisions of AR 640-10.