

ARMY REGULATION

ch 1, 2, S/S 19 July 1978

AR 611-6

PERSONNEL SELECTION AND CLASSIFICATION

ARMY LINGUIST PROGRAM

Effective 1 November 1969



HEADQUARTERS, DEPARTMENT OF THE ARMY

AUGUST 1969

Change |
No. 2 |

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

PERSONNEL SELECTION AND CLASSIFICATION

ARMY LINCOLNIST PROGRAM

Effective 27 September 1975

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

AR 611-6, 27 August 1969, is changed as follows:

1. The following form(s) (colm b) will be reproduced locally on 8 x 10 1/4 inch paper and made available on and after 27 September 1975 to the individual supplying data on form(s) in column a.

<i>Column a</i>	<i>Column b</i>
DA FORM 330 - - - - -	DA FORM 330-R, Privacy Act Statement

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

The proponent agency of this publication is the US Army Military Personnel Center.
 (Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA (DAPC-APP-T) Alexandria VA 22332

By Order of the Secretary of the Army:

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

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

DISTRIBUTION: To be distributed in accordance with DA Form 12-9A requirements for AR, Personnel Selection and Classification, Active Army: A (Qty req block no. 102); NG & USAR: C (Qty req block no. 104).

DATA REQUIRED BY THE PRIVACY ACT OF 1974

(5 U.S.C. 552a)

TITLE OF FORM

LANGUAGE PROFICIENCY QUESTIONNAIRE DA FORM 330-R

PRESCRIBING DIRECTIVE

AR 611-6

1. AUTHORITY

Disclosure of SSN: Presidential Executive Order No. 9397, 22 Nov 43.
Disclosure of Personal Information: Section 3012, Title 10, USC

2. PRINCIPAL PURPOSE(S)

To provide information on all linguists, former linguists, and subproficient linguists.

It is used to generate and update the inventory of linguist personnel assets.

Quarterly reports are furnished the career divisions and branches to assist them in making assignments requiring a knowledge of a foreign language.

3. ROUTINE USES

Provides the individual's unit a reference base for conducting the required periodic reevaluation of language proficiency.

Enables the commander, career divisions, and branches to have ready access to information concerning an individual's language qualifications.

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

Disclosure of SSN and personal information is mandatory. Refusal to disclose personal information could result in nonselection or disqualification for assignment to duty requiring knowledge of the foreign language in question.

CHANGE }
No. 1 }

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

PERSONNEL SELECTION AND CLASSIFICATION
THE ARMY LINGUIST PROGRAM

Effective 1 December 1969

This change corrects the major printing errors in the basic regulation, converts the 99 double-numeric language codes to 281 double-alpha language codes, and prescribes the use of actual numeric scores instead of coded scores for Defense Language Aptitude Test (DLAT) test score reporting.

AR 611-6, 27 August 1969, is changed as follows:

1. Paragraphs which have been changed are indicated by a star.
2. Remove old pages and insert revised pages as indicated below.

<i>Remove pages</i>	<i>Insert pages</i>
2-1 and 2-2	2-1 and 2-2
2-5 through 2-8	2-5 through 2-8
3-7	3-7
4-3 and 4-4	4-3 and 4-4
A-1 and A-2	A-1 through A-7

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 on DA Form 2028 (Recommended Changes to Publications) to Chief of Personnel Operations, ATTN: OPOPMM:, Department of the Army, Washington, DC 20315.

3 November 1969

C1, AR 611-6

By Order of the Secretary of the Army:

Official:

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

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

Distribution:

To be distributed in accordance with DA Form 12-9 requirements for AR, Personnel Selection and Classification:

Active Army: A (Quan Rqr Block No. 464).

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ARMY REGULATION }
 No. 611-6 }

HEADQUARTERS
 DEPARTMENT OF THE ARMY
 WASHINGTON, D.C., 27 August 1969

PERSONNEL SELECTION AND CLASSIFICATION

ARMY LINGUIST PROGRAM

Effective 1 November 1969

This regulation consolidates directives dealing with the identification, testing, reporting, evaluation, reevaluation, training, and assignment of Army linguist personnel. New provisions are made for periodic reevaluation of all linguists, reporting of former and subproficient linguists, revised reporting of linguists to Headquarters, Department of the Army, and the maintenance of linguist data on personnel qualification records. Local limited supplementation of this regulation is permitted but is not required. If supplements are necessary, one copy of each will be furnished to the next higher headquarters.

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This regulation supersedes AR 611-6, 12 November 1964; AR 611-82, 11 February 1960 including all changes; AR 614-243, 14 March 1968; and DA messages 822678, 5 July 1967; 832383, 15 September 1967; 841166, 24 November 1967; 843197, 7 December 1967; 843523, 12 December 1967; 30236, paragraph 2a, 28 October 1968; and 901656, 18 March 1969.

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CHAPTER 1

GENERAL

1-1. Purpose. This regulation establishes the policies, responsibilities, and procedures for conducting the Army Linguist Program.

1-2. Scope. Provisions of this regulation relating to the identification, evaluation, reevaluation, and reporting of linguists apply to all individuals entering on or serving in the Active Army who claim knowledge of a foreign language.

a. Wherever the word "officer" is used in this regulation, it will refer to commissioned and warrant officers unless otherwise indicated.

b. The provisions of this regulation relating to reevaluation and reporting of linguists to Headquarters, Department of the Army, do not apply to members of the Reserve components unless they have been previously identified as linguists and are ordered to active duty for periods exceeding 180 days. Individual members of Reserve component units and organizations will be identified and evaluated as linguists when initially ordered to active duty for training (ACDUTRA).

c. Provisions of this regulation relating to assignment of Defense Language Institute (DLI) graduates against current or projected enlisted linguist vacancies in the Active Army do not apply to members of the Reserve components. Reserve component units and organizations are exempt from submission of DA Form 1238-R (Current and Projected Enlisted Linguist Requirements, RCS OPO-22 (R-3)).

1-3. Explanation of terms. *a. Linguist.* An individual who has a current foreign language proficiency rating of "1" or higher for listening and/or reading comprehension on a written and/or tape recorded language proficiency test

or oral language proficiency evaluation interview which meets the standards of the Defense Language Program (DLP) under the provisions of AR 350-20.

b. Former linguist. An individual who, in the past, has achieved a listening and/or reading comprehension rating of "1" or higher on a written and/or tape recorded language proficiency test meeting the standards described in *a* above, or has been awarded a listening and/or reading comprehension rating of "1" or higher in a formal oral language proficiency evaluation interview, but who has lost proficiency through disuse of the language or has failed to achieve a proficiency rating of "1" or higher during his last written and/or tape recorded language proficiency test reevaluation.

c. Subproficient linguist. An individual whose score on a written and/or tape recorded language proficiency test is below the level "1" rating, and who—

(1) Has attended a DLI course of instruction of any length but has failed to achieve a "1" rating or higher for either listening or reading comprehension; or

(2) Has attended a command sponsored language program with a level "1" proficiency objective but has failed to achieve a "1" rating for either listening or reading comprehension; or

(3) Has attended a command-sponsored language program consisting of a minimum of 120 hours of instruction which may be conducted at any level of command or in any location. The objective of such a course must be minimal familiarity with the rudiments of a foreign language without regard to the formal rating of "1" or higher for listening and/or reading comprehension as measured by a lan-

guage proficiency test or oral evaluation interview. Included in this definition are introductory or refresher courses conducted by native linguists or other nationals for U.S. military advisors under the auspices of a joint service program in the United States or overseas. (Students attending such courses who subsequently qualify with a rating of "1" or higher for listening and/or reading comprehension in formal tests or interview will be identified as linguists.)

1-4. Responsibilities. *a.* The Chief of Personnel Operations is responsible for—

(1) Developing personnel management systems and procedures for the administration of the Army Linguist Program.

(2) Establishing long range programs for the assignment of enlisted linguist personnel on an individual basis based upon established linguist position requirements.

(3) Publishing DA circulars in the 350 series entitled "Language Training for Enlisted Personnel" to announce the DLI schedule of language courses to include student input by MOS, grade, and programed utilization.

b. Director, Defense Language Institute is responsible for—

(1) Developing language proficiency tests and related instruments required for the effective management of the Army Linguist Program.

(2) Providing advice and guidance concerning language training objectives and requirements.

(3) Establishing the Defense Language Program and command-sponsored language programs in accordance with AR 350-20.

c. Armed Forces Examining and Entrance Station (AFEES) commanders are responsible for administering the Defense Language Aptitude Test (DLAT) (formerly known as the Army Language Aptitude Test, ALAT) to all individuals identified in paragraph 2-1b(2)(a) and reporting DLAT scores to U.S. Army Reception Stations on DA Form 6022 (Army Qualification Battery, AQB, Scoring Worksheet).

d. U.S. Army Reception Station commanders are responsible for—

(1) Administering the DLAT to all individuals identified in paragraph 2-1 b(2)(b) and reporting DLAT scores in accordance with AR 614-203 for individuals who are not qualified linguists.

(2) Administering the appropriate Defense Language Proficiency Test (DLPT) (formerly known as Army Language Proficiency Tests, ALPT) to individuals claiming proficiency in a foreign language during reception station processing, and reporting DLPT results in accordance with AR 614-203.

(3) Preparing and submitting DA Form 330 (Language Proficiency Questionnaire RCS OPO-51(R1)) for individuals tested with a DLPT in accordance with the procedures set forth in section II, chapter 2.

e. Commandants of DLI Training Centers and commanding officers of student detachments are responsible for initially identifying, evaluating, and reporting linguist and subproficient linguists from among students completing language courses at military or civilian schools under the DLP.

f. Directors of Army Education Centers operating under provisions of AR 621-5 will notify commanders maintaining military personnel records of the successful completion by assigned individuals of a language course under the General Educational Development program. The responsibility for evaluating and reporting of linguists rests with the commanders concerned.

g. Major commanders are responsible for—

(1) Identifying, evaluating, and reporting individuals not identified, evaluated, or reported in *a* through *f* above, but who claim proficiency in a foreign language. Major commanders may divide or delegate these responsibilities for administrative convenience. The responsibilities include—

(a) Insuring that all individuals qualified to take the DLAT have a DLAT score recorded on their qualification records.

(b) Scheduling individuals who attain a GT (general technical) aptitude area score of 100 or higher when retested with the Army Classification Battery (ACB) for initial DLAT testing, if they do not have a DLAT score on their qualification records.

(c) Scoring language aptitude and proficiency tests.

(d) Preparing and submitting DA Form 2876 (Report of Change for DA Form 20 and DA Form 66) for officer personnel, senior grade enlisted personnel (E-7 through E-9), and all grades of enlisted personnel identified as special categories, intelligence, enlisted aides, and NCO Logistics Program personnel as identified in figure 3-2, AR 600-200.

(e) Awarding language code as part of the enlisted military occupational specialty (MOS) if the individual attains a rating of "1" or higher for listening and/or reading comprehension.

(f) Reporting the language code on DA Form 1-1 (Personnel Data Change Report) for enlisted personnel.

(g) Preparing and forwarding to Headquarters, Department of the Army, DA Form 330 (Language Proficiency Questionnaire RCS

OPO-51(R1)) in accordance with the procedures in section II, chapter 2.

(2) Reevaluating qualified linguists in accordance with paragraph 2-3. These responsibilities include—

(a) Scheduling the individual for administration of the appropriate proficiency test.

(b) Recording test scores and ratings on qualification records.

(c) Preparing and submitting DA Form 2876.

(d) Withdrawing the language code as part of the enlisted MOS if the individual fails to attain a "1" rating for either listening or reading comprehension.

(e) Awarding a new language code as part of the enlisted MOS, if appropriate.

(f) Reporting the withdrawal and/or change of a language code as a part of the enlisted MOS on DA Form 1-1.

(g) Preparing and forwarding supplemental DA Form 330 in accordance with the procedures in section II, chapter 2.

(3) Verifying personnel information contained in individual applications for language training and linguist assignment.

CHAPTER 2
POLICIES AND PROCEDURES FOR
IDENTIFICATION, EVALUATION, REEVALUATION, AND REPORTING
OF INDIVIDUALS WITH FOREIGN LANGUAGE
APTITUDE OR PROFICIENCY

Section I. GENERAL

2-1. Testing with Defense Language Aptitude Test. *a. General.* The DLAT is a thirty-minute paper-and-pencil test designed to measure the ability of an individual to learn a new language. The DLAT is published in two versions, DLAT-1 (DA Form 6131) and DLAT-2 (DA Form 6132). DLAT-1 will only be used in initial testing of language aptitude; DLAT-2 will be used for all retesting, including retesting subsequent to the first retest. Test components for DLAT-1 and DLAT-2 are listed in DA Pam 310-8.

b. To whom administered. The DLAT will be administered to the individuals identified below.

(1) *Officer personnel.*

(a) Prior to 31 March 1970, all officers with less than 17 years of active commissioned service will be administered DLAT-1, except those officers whose personnel records already indicate a score for the test. Officers initially entering active commissioned service will be administered DLAT-1 at their first duty station subsequent to completion of their basic branch course.

(b) Individuals failing to attain a qualifying score on the DLAT-1 may be retested using the DLAT-2, but not earlier than 6 months after the date of the first test. For additional guidance on officer retesting, see *c* below.

(2) *Enlisted personnel.*

(a) Nonprior service personnel enlisting for options which require attendance at a DLI facility, and who attain a GT aptitude area score of 100 or higher will be adminis-

tered the DLAT-1 at the AFEES prior to enlistment.

(b) All other Regular Army and AUS enlisted personnel, including Reserve Enlistment Program (REP 63) individuals, who attain a GT aptitude area score of 100 or higher will be administered DLAT-1 at U.S. Army reception stations.

(c) Reserve component personnel who volunteer for and are selected by the appropriate reserve headquarters for DLI course attendance during ACDUTRA will be administered the DLAT-1 by the personnel testing activity servicing their unit prior to the submission of request for school attendance.

(d) Regular Army enlisted personnel on active duty whose DA Forms 20 (Enlisted Qualification Record) do not reflect a DLAT score and who have a GT aptitude area score of 100 or higher, will be interviewed to determine whether they have ever taken the DLAT, and will be administered the DLAT-1 or DLAT-2 in accordance with *a* above.

(e) Regular Army enlisted personnel whose GT aptitude area score has been raised to 100 or higher upon retesting in the Army Classification Battery (ACB) will be administered the DLAT-1.

c. Retesting with the DLAT. Individuals failing to attain the minimum qualifying score of 18 when initially administered the DLAT-1 may be retested with the DLAT-2 after a period of not less than 6 months following the date of the initial test. Individuals who attain a score of 18 or higher in the DLAT-1 will not be authorized to retest at any time with the

DLAT-2. Individuals attaining a minimum qualifying score of 18 on testing with the DLAT-2 will not be authorized a retest. If an individual fails to attain a minimum qualifying score of 18 on both the DLAT-1 and DLAT-2, he may request retesting with the DLAT-2 1 year after his initial testing with the DLAT-2. Major commanders identified in appendix I, AR 600-200 are authorized to approve requests for retesting with the DLAT-2 after the minimum period of 1 year in accordance with appendix I, AR 600-200. Requests for retesting subsequent to the second DLAT-2 retest will not be authorized.

d. Exceptions.

(1) DLAT will not be administered to personnel whose records indicate successful completion of a DLI course, or whose records indicate that they have been classified as a linguist (listening and/or reading comprehension rating of "1" or higher).

(2) Enlisted personnel who successfully complete special forces training and who do not have a DLAT score on their personnel records will be administered the DLAT-1 upon completion of training. Special forces personnel whose qualification records indicate a non-qualifying DLAT score will be administered a retest with DLAT-2 upon completion of special forces training.

e. Retention of DLAT answer sheets. DLAT answer sheets will be retained by the personnel testing activity for a period of 30 days and then destroyed in accordance with AR 611-5 and AR 340-16.

f. Recording of DLAT scores. DLAT scores will be recorded on individual qualification records as indicated below.

(1) *Officers.* Item 33 (Remarks), DA Form 66: Enter form of test (DLAT-1 or DLAT-2); score attained; and the date the

test was administered. Example: DLAT-1, 32, 10 May 69.

(2) *Enlisted.* Item 25 (Test Scores), DA Form 20:

(a) Enter test form number (DLAT-1 or DLAT-2).

(b) Score. Enter score.

(c) Group. Enter "N/A."

(d) Date. Enter the date the test was administered.

★*g. Reporting of enlisted DLAT scores to Headquarters, Department of the Army.* DLAT scores will be reported on all general purpose data cards used in the reporting of enlisted personnel available for assignment. Enter the actual DLAT score, 00 through 59, in the "Language Code" entries of such cards when the individual is not a linguist. (In the event the individual is a qualified linguist, the double-alpha language code will be reported.)

2-2. Identification and evaluation. *a. General.* Individuals in the active military service who claim to be proficient in a foreign language will be identified and evaluated as soon as possible after their claim of proficiency.

(1) Individuals initially entering active military service will be identified as follows:

(a) Officer personnel will be tested with the appropriate Defense Language Proficiency Test (DLPT) or evaluated by oral language proficiency interview at their first duty station subsequent to completion of their basic branch course.

(b) Enlisted personnel will be tested with the appropriate DLPT or evaluated by oral language proficiency interview during reception station processing.

(2) Individuals in the active military service who study a foreign language at a DLI facility, students in the Foreign Area Specialist Training Program (AR 614-142) who have completed the language study phase of their

training, personnel studying a foreign language at any other military or civilian school, and individuals who complete a command-sponsored language program consisting of at least 120 hours of instruction, will be identified upon completion of their course of study.

(3) Individuals successfully completing a foreign language course of study under the provisions of AR 621-5 whose attendance has been supported by Army funds, and individuals who volunteer for proficiency evaluation following completion of an individual course of self-study will be identified and reported to Headquarters, Department of the Army in accordance with this regulation.

(4) Individuals in the active military service not identified or evaluated in (1) through (3) above will be identified and evaluated at the time they claim knowledge of a foreign language or when personnel records, efficiency reports, or other appropriate documents indicate that they possess knowledge of a foreign language which has not been previously recorded on their qualification records. Upon evaluation, this information will be reported to Headquarters, Department of the Army in accordance with this regulation.

b. Evaluation. Individuals identified as possessing knowledge of a foreign language will be initially evaluated by means of written and/or tape recorded language proficiency tests in languages for which tests are available in accordance with the procedures established in *c*(1) below. A list of currently available language proficiency tests is contained in DA Pam 310-8. Evaluation of individuals who claim proficiency in languages for which tests are not available will be accomplished by oral language proficiency evaluation interview in accordance with the procedure established in *c*(2) below and appendix C. Individuals exempt from the initial evaluation requirement are—

(1) General officers.

(2) Enlisted personnel whose current duty and primary or secondary MOS is 04B, 04C, or 96C, whose language proficiency is subject to annual MOS proficiency testing under

provisions of AR 600-200. If the individual claims proficiency in languages not subject to MOS testing, he will be evaluated under provisions of this regulation.

(3) Students in attendance at a linguist MOS-producing school, or any foreign language course whose object is the achievement of proficiency or subproficiency. Students completing courses whose object is achievement of a proficiency rating of at least "1" for listening and/or reading comprehension will be evaluated. Command-sponsored program students may be evaluated at their own request or upon direction of the commander responsible for conduct of the program.

(4) Other individuals, at the direction of Headquarters, Department of the Army.

c. Procedures for evaluation.

(1) *Language proficiency tests.* DA Pam 611-300, (Administering and Scoring the Defense Language Proficiency Tests) contains detailed instruction for administration and scoring.

(a) Language proficiency tests will be administered by qualified personnel under the supervision of a Test Control Officer (TCO) appointed under the provisions of AR 611-5.

(b) Scoring will be accomplished by qualified personnel possessing a thorough knowledge of the scoring methods and procedures contained in DA Pam 611-300.

(c) Test answer sheets will be retained by the organization or activity administering language proficiency tests for a minimum of 30 days. In no instance will answer sheets be destroyed prior to completion and submission of DA Form 330 to Headquarters, Department of the Army. Destruction will be accomplished in accordance with methods described in AR 611-5 and AR 340-16.

(2) *Oral proficiency evaluation interview.* Oral evaluation interviews are normally conducted once during the individual's Army career. For this reason, it is essential that complete and accurate information be obtained about his background and experience in the language. The interview will be conducted by

the TCO or by a qualified individual designated by him. Where available, individuals with a known linguistic ability in the appropriate or closely related language or dialect will render assistance in evaluating linguistic ability during the interview. It is desirable but not required, that the individual assisting in the evaluation possess the same or higher degree of proficiency in the foreign language as the individual being evaluated. Detailed instructions governing the conduct of the interview and completion of DA Form 330 are contained in appendix C. The following general factors will determine the rating to be awarded to the individual:

(a) Conversation with a person known to be qualified in the foreign language.

(b) Translation of a foreign language passage, the meaning of which is known to the examiner.

(c) Personal history of foreign residence and familiarity with the language, customs, and idiom of peoples for whom the language is appropriate.

(d) Personal history of extended study of a foreign language in a college or university, supplemented by past or present membership in societies or cultural activities involving oral or written use of the language.

(e) Actual on the job performance in a linguistic assignment.

2-3. ReEvaluation. *a. Conditions for reevaluation.* Individuals identified as linguists will be reevaluated to determine their proficiency in all foreign languages for which a proficiency rating of at least "1" for listening and/or reading comprehension was initially attained. Reevaluation will be by means of written and/or tape recorded language proficiency tests only. No reevaluation will be accomplished by means of oral interview. Reevaluation will be conducted as follows:

(1) Every 2 years for each foreign language in which proficiency was established by means of a written and/or tape recorded language proficiency test, provided, however, that none of the other conditions outlined in (2) through (6) below occur. Testing will be ac-

complished as near as possible to the anniversary date of the initial evaluation or most recent reevaluation.

(2) When an individual completes a foreign language course of any length at a DLI facility designed to increase his proficiency in a foreign language in which proficiency was earlier attained.

(3) When an individual completes a foreign language course at any other military school, college, or institute; or civilian school where attendance was sponsored by Army funds (including on duty, off duty, or extension courses under the GED program (AR 621-5)), when the individual had earlier attained proficiency in the foreign language studied.

(4) Upon the voluntary request of an individual for reevaluation following completion of a formal refresher, advanced course, or course of self-study.

(5) When an enlisted member changes his primary or secondary MOS from 04B, 04C, or 96C to any other enlisted MOS.

(6) When directed by Headquarters, Department of the Army.

b. Exceptions. Individuals exempt from reevaluation under the provisions of this regulation are—

(1) General officers.

(2) Linguists who have been evaluated under the provisions of this regulation or the MOS proficiency evaluation provisions of AR 600-200 within the past year.

(3) Enlisted personnel awarded a primary or secondary MOS of 04B, 04C, or 96C and currently performing in that duty MOS.

(4) Linguists initially evaluated and rated by oral interview due to the nonavailability of written and/or tape recorded language proficiency tests for their language or dialect provided, however, that the language or dialect still has no written and/or tape recorded test available.

(5) Subproficient and former linguist personnel, unless they claim an increase in proficiency since the last evaluation or reevaluation.

(6) Other individuals, at the direction of Headquarters, Department of the Army.

2-4. Preparation and submission of DA Form 330 (Language Proficiency Questionnaire). DA Form 330 will be prepared in triplicate for all officer and enlisted personnel identified and evaluated for language proficiency at the time they initially enter the Active Army, or at any time they attain language proficiency while in the Active Army. DA Form 330 will be prepared for all DLI students prior to departure from the DLI facility, regardless of the degree of language proficiency attained. DA Form 330 will be prepared under the supervision of the Personnel Management Officer or his designated representative at the installation or activity conducting language proficiency evaluation or reevaluation. Detailed instructions for the preparation and submission of DA Form 330 are in section II, this chapter.

a. Active Army personnel. Copy number 1 of the completed DA Form 330 will be sent to Commanding Officer U.S. Army Data Support Command, ATTN: AGRZ-PD, Department of the Army, Washington, DC 20310. Copy number 2 will be retained in the individual's field 201 file as a semipermanent document, and will not be replaced unless a supplemental report changes all the entries to the initial report. Copy number 3 will be forwarded to the Chief of Personnel Operations, ATTN: OPD-(appropriate career branch) Department of the Army, Washington, DC 20315 (for officers), or ATTN: EPRDR, Department of the Army, Washington, DC 20310 (for enlisted personnel). Copies 1 and 3 will be forwarded not later than 30 days after the evaluation of the individual.

b. ACDUTRA personnel. DA Form 330 will be prepared for all Reserve component linguists upon initial entry on ACDUTRA. All copies of DA Form 330 will be retained in the individual's 201 file unless the individual or his unit is called to active duty for a period of over 180 days.

2-5. Recording language proficiency on individual qualification records. Foreign language proficiency ratings will be entered on the qualification records of officer and enlisted person-

nel. This information will be verified from the second copy of the DA Form 330 on file in the individual's Military Personnel Records Jacket U.S. Army (DA Form 201).

a. Linguists. Language proficiency test scores and/or ratings of all qualified linguists, regardless of component, will be entered as indicated below:

(1) *Officers.* Entry in item 32, DA Form 66, as prescribed in AR 611-103.

(2) *Enlisted.* Entry in item 30, DA Form 20, as prescribed in AR 600-200.

b. Former linguists. Officers and enlisted personnel will be reported as former linguists when they are no longer reportable as linguists due to a decrease in listening and reading comprehension rating below a "1" level after reevaluation. The name of the foreign language followed by the words "Former Linguist" and the date of reclassification will be entered in item 32, DA Form 66 for officers, and item 30, DA Form 20 for enlisted personnel.

c. Subproficient linguists. Officer and enlisted personnel will be identified as subproficient linguists upon meeting the criteria of paragraph 1-3c. The name of the foreign language followed by the words "Subproficient Linguist" will be entered in item 32, DA Form 66 for officers, and item 30, DA Form 20 for enlisted personnel. An additional entry in the "Remarks" section (item 33, DA Form 66; item 42, DA Form 20) will indicate the foreign language studied, the location of the command-sponsored language program, the date completed, the length (in hours), and the individual's class standing, if known.

2-6. Preparation and submission of DA Form 2876 (Report of Change for DA Form 20 and DA Form 66). DA Form 2876 will be prepared and submitted to Headquarters, Department of the Army, for all officer personnel as prescribed in AR 611-103, senior grade enlisted personnel (E-7 through E-9), and all grades of enlisted personnel identified as special categories, intelligence, enlisted aides, and NCO Logistics Program personnel as identified in figure 3-2, AR 600-200, when—

a. An initial or change entry is made in the foreign language qualification items of the qualification records.

b. The special qualification identifier for "linguist" and/or the foreign language code is added or changed in the enlisted MOS in item 22 (MOS) DA Form 20.

c. An initial or changed DLAT score is reported for item 25 (Other Tests), DA Form 20, or item 33 (Remarks), DA Form 66.

2-7. Reporting the special qualification identifier for linguists. All enlisted personnel whose foreign language proficiency rating for listening and/or reading comprehension is "1" or higher will be awarded a foreign language code as part of the MOS as authorized in AR 611-201 and AR 600-200. Award of the foreign language code will be recorded in item 22, DA Form 20, and will be reported on DA Form 1-1.

★**2-8. Reporting withdrawal of special qualification identifier for linguists.** a. *Linguists*

qualified in one foreign language. The language qualification identifier and code will be withdrawn as a part of the enlisted MOS when, upon reevaluation, language proficiency ratings for both listening and reading comprehension decrease below a "1" level. Withdrawal will be reported on DA Form 1-1, recorded on the individual's qualification record as a "former linguist" entry (para 2-5b) and reported to Headquarters, Department of the Army, on DA Form 2876.

b. *Multilinguists.* In accordance with AR 600-200, the foreign language code will be withdrawn as a part of the enlisted MOS when language proficiency decreases below "1" in both listening and reading comprehension. The code of the next language in which the individual is most proficient will be awarded. Reports of change will be made on DA Form 1-1 and, for appropriate individuals, on DA Form 2876.

Section II. PREPARATION AND SUBMISSION OF DA FORM 330 (LANGUAGE PROFICIENCY QUESTIONNAIRE)

★**2-9. General.** DA Form 330 (Language Proficiency Questionnaire, RCS OPO-51 (R1)), will be prepared for all linguists, former linguists, and subproficient linguists from information on the individual's qualification record, official documents and records indicating attendance at a foreign language course or command sponsored program, information obtained by interview, and results of interview, or written and/or tape recorded language proficiency tests. Preparation, submission, and disposition of DA Form 330 will be accomplished in accordance with paragraph 2-4 and with the instructions in paragraph 2-11 through 2-14.

2-10. Preparation instructions for linguists. DA Form 330 will be typewritten or clearly printed in block letters in black or blue-black ink. Processing activities are encouraged to develop worksheets to expedite the interview of the individual and to simplify the coding of DA Form 330.

a. *Items 1 through 3.* Entries will be transcribed from information contained on the individual's qualification record.

b. *Items 4 and 5.* Check appropriate box.

c. *Items 6 and 6a.* Enter each foreign language in which proficiency is being reported, identifying the language by name and by code as indicated in appendix A to this regulation.

d. *Item 6b (how acquired).* For each language listed, the method of acquisition of proficiency in the language will be entered by the use of the codes indicated in table 2-1. When an individual has acquired his language proficiency by more than one method, a maximum of three "How Acquired" codes may be entered, separated by commas. The code closest to the top of the list in table 2-1 will be entered first.

★*e. Items 6c through 6f (experience).*

(1) *Item 6c (principal type).* Both this item and Highest Level of Experience (item 6d) relate to the individual's experience in using the foreign language (together with English) in his performance of civilian or military duties. Such duties need not necessarily be a requirement of his MOS. For example, a tank commander might perform interpreter or translator duties in conjunction with his as-

signment in an oversea command. When an individual has performed in more than one capacity, only the code for one type of experience, closest to the top of list in table 2-2, will be entered in item 6c.

(2) *Item 6d (highest level of experience)*. Enter the appropriate code in table 2-3 which indicates, for each language in which the individual has had experience, his highest level of experience.

(3) *Item 6e and 6f (most recent linguist duty)*. Enter the most recent date when the individual performed duty using each language in any type of experience and at any level. Only the year and month will be entered. If the individual is currently performing linguistic duty, enter "8888" across items 6e and 6f. If the individual has never performed linguistic duty, enter "NONE" across items 6e and 6f.

★*f. Items 6g through 6n (proficiency)*. Entries for these items will be determined in accordance with tables 2-4 and 2-5. A detailed description of the language proficiency objectives for listening and reading ability are in appendix B.

(1) *Item 6g (listening raw score)*. Enter the raw score attained in Part I, Listening Comprehension, of the recorded language proficiency test when evaluation is based on such a test.

(2) *Item 6h (listening ("C") rating)*. The listening comprehension rating is determined by the individual's ability to choose a correct English response to match a phrase or question presented in spoken form in the foreign language. The phrase or question may be tape recorded or directed to the individual by an interviewer during the oral interview evaluation. The rating is determined by a combination of the raw score (item 6g) when a recorded language proficiency test is administered, with a numerical code from the "How Acquired" and/or "Highest Level of Experience" items (items 6b and 6d) of DA Form 330. Enter the listening comprehension rating as determined by table 2-4.

(3) *Item 6i (reading raw score)*. Enter the raw score attained in Part II, Reading Comprehension, of the written language profi-

ciency test when evaluation is based on such a test.

(4) *Item 6j (reading ("R") rating)*. Reading comprehension is determined by the individual's ability to convert a response, question, or passage from the foreign language presented in written form to its equivalent answer in English. Enter the reading ability rating as determined by a combination of the raw score (item 6i), when a written language proficiency test is administered with a numerical code from the "How Acquired" and/or "Highest Level of Experience" items (item 6b and 6d) of DA Form 330. Enter the reading ability rating as determined by table 2-5.

(5) *Items 6k and 6l (manner of evaluation)*. Enter a checkmark in the appropriate space for each language evaluated.

(6) *Items 6m and 6n (date of evaluation)*. Enter year and month in which a written and/or tape recorded language proficiency test was administered or oral evaluation interview was conducted for each language.

g. Item 7 (remarks). This item will be used to provide space for explanation of "other" entries on DA Form 330 and for additional explanatory information when required.

(1) It will be used to record DLI speaking (S) and writing (W) proficiency levels and scores, when known.

(2) In all cases where copy number 3 is to be submitted to a Headquarters, Department of the Army address for inclusion in the individual's Military Personnel Records Jacket U.S. Army (DA Form 201) the individual's grade and primary MOS (for enlisted) and branch (for officers) will be clearly indicated. Indication of branch is essential for filing the form within the Officer Personnel Directorate (OPD); indication of enlisted grade and MOS is essential for filing the form within the Enlisted Personnel Directorate.

h. Item 8. Enter appropriate information to identify the activity processing the individual's personnel records.

i. Item 9. Enter appropriate information for the reporting officer.

j. Item 10. The signature should agree with item 9.

k. Item 11. Enter the date on which the form is completed.

2-11. Preparation instructions for former linguists. Copy number 1 of DA Form 330 reporting a drop in proficiency below the "1" level for individuals formerly qualified as linguists will be forwarded to U.S. Army Data Support Command, ATTN: AGRZ-PD (address indicated in the lower right corner of the form) not later than 30 days after the written and/or tape recorded test showing loss of proficiency was administered. The DA Form 330 will be prepared by the organization to which the individual is assigned or attached for personnel records servicing purposes. Copy number 2 of DA Form 330 reporting a decrease in proficiency below the linguist level will be placed in the individual's Military Personnel Records Jacket in accordance with AR 640-10 and will be removed only when proficiency is regained and reported in subsequent questionnaires. Copy number 3 will be forwarded to Chief of Personnel Operations, ATTN: OPD-(appropriate career branch (for officers) or EPRDR (for enlisted personnel)). The questionnaire reporting a former linguist will contain only the information outlined below. All other items will be left blank.

a. Items 1 through 3. Entries will be transcribed from information contained on the individual's qualification record.

b. Item 4. Check "Supplemental."

c. Item 5. Check the appropriate box.

d. Items 6 and 6a. Enter the name and code of the language in which proficiency has been lost. Languages in which the individual remains proficient will not be reported.

e. Items 6e and 6f. Enter the most recent date by year and month when the individual performed duty in the language for which

proficiency loss is being reported only if this date is later than that indicated for the same language on other DA Forms 330 in the individual's 201 file.

f. Items 6g through 6n. Enter the individual's written and/or tape recorded language proficiency test score(s) in the appropriate spaces. The score(s) must be below 16. Enter the numeral "6" in listening and/or reading comprehension (items 6h and 6j). "Manner of Evaluation" must be checked under "Test." Year and month of evaluation will be entered.

g. Items 7 through 11. These entries will be completed as for linguists.

2-12. Preparation instructions for subproficient linguists. Subproficient linguists are defined in paragraph 1-3c. Reporting instructions applicable for linguists will be applied for subproficient linguists. The individuals will be identified with the rating of "7" for listening and/or reading comprehension (items 6h and 6j). Detailed entries concerning the individual's experience with the language and explanatory remarks describing the course of instruction must be as complete as possible.

a. Items 1 through 3. Entries will be transcribed from information contained on the individual's qualification record.

b. Items 4 and 5. Check appropriate boxes.

c. Items 6a through 6f. Complete as for linguists.

d. Items 6g through 6n. Enter the numeral "7" in listening and/or reading comprehension. In the event the individual has been tested at the completion of his course, the language proficiency test score (which must be below 16) will be entered in the appropriate item. Year and month of the test will be entered. The appropriate box under "Manner of Evaluation"

will be checked only if a language proficiency test was administered.

e. Item 7. In addition to the other information required for linguists, this item will contain a detailed description of the command sponsored language program attended. The following information will be entered by use of the subparagraph designations indicated below:

- (1) *Course location.*
 - (a) CONUS
 - (b) Major oversea command
- (2) *Specific location of course (military environment).*
 - (a) U.S. Military installation or school
 - (b) Foreign military installation or school
 - (c) U.S. Embassy, MAAG, or mission facility
 - (d) Military field units
 - (e) Native village or hamlet
 - (f) Other (specify)
- (3) *Specific location of course (civilian environment).*
 - (a) Civilian school or institute
 - (b) Civic action organization
 - (c) Other (specify)
- (4) *Course Intensity.*
 - (a) Less than five hours per week
 - (b) Two hour daily
 - (c) Four hours daily
 - (d) Eight hours daily
 - (e) Over eight hours daily—duty time only
 - (f) Over eight hours daily—duty and off duty time
- (5) *Courses taught by.*
 - (a) Native, non-English speaking
 - (b) Native, English speaking
 - (c) Bilingual American
 - (d) English speaking national of a third country
 - (e) Combination of the above
- (6) *Instructional materials used.*

- (a) Civilian academic texts
- (b) Military academic texts
- (c) Civilian academic texts and language tapes
- (d) Military academic texts and language tapes

(7) *Course objective.*

- (a) Communication with native, civilian semi-literate population
- (b) Communication with native, civilian educated (high school equivalent or above) population
- (c) Communication with native, military personnel
- (d) Communication with POW, refugee, detainee population

(8) *Course emphasis.*

- (a) Technical vocabulary for engineering, medical services, clandestine, or intelligence operations
- (b) Cultural information, with general social courtesy, basic travel and other comfort needs vocabulary
- (c) Other (specify)

(9) *Length of course.*

- (a) 120 hours
- (b) 160 hours or less
- (c) 320 hours or less
- (d) 480 hours or less
- (e) Over 480 hours (specify length)

(10) *Class standing and size of class (if known).*

SAMPLE ENTRY: AR 611-6, para 2-12: 1b, 2a, 4c, 5b, 6c, 7c, 8a, 9c, 10 6/15.

f. Items 8 through 11. Complete as for linguists.

2-13. Submission of supplemental reports for linguists, former linguists, and subproficient linguists. Every effort will be made to submit complete initial DA Forms 330 to avoid the necessity for submission of supplemental reports. Except for individual identification and information relating to identity of the reporting

agency (items 1-5, 8-11), only information sufficient to update initial or earlier supplemental reports will be submitted as outlined below.

a. Linguists. Supplemental reports will be prepared as follows:

(1) Within 30 days to correct erroneous or incomplete information on the initial DA Form 330.

(2) Within 30 days after a regular re-evaluation. Particular attention will be paid to currency of entries in item 6c through 6f, Experience.

(3) Within 30 days after the individual's attainment of higher or lower scores and/or ratings before the next regular evaluation of proficiency.

(4) Within 30 days following the attainment of proficiency or subproficiency in a new language.

(5) Within 30 days following a reevaluation of proficiency for enlisted personnel who change their PMOS or SMOS from 04B, 04C, or 96C to any other enlisted or officer MOS.

b. Former linguists. Supplemental reports will be prepared as follows:

(1) Within 30 days to correct erroneous or incomplete information on an initial or supplemental DA Form 330.

(2) Within 30 days after a regular or special reevaluation indicates a decrease of proficiency below the linguist level for the language(s) in which the individual was formerly proficient. If the individual was formerly multilingual and his proficiency decreases below a "1" level in only one or some of his languages, only those languages in which the linguist ratings change to a "6" for both listening and reading ability will be reported.

c. Subproficient linguists. Supplemental reports will be prepared as follows:

(1) Within 30 days to correct erroneous or incomplete information on an initial or supplemental DA Form 330.

(2) Within 30 days after completion of a command sponsored language program if the

individual has been previously reported to Headquarters, Department of the Army, as a linguist or former linguist in any other language(s).

2-14. Preparation of initial DA Form 330 for reserve component personnel individually ordered to active duty for training (ACDUTRA). *a. Responsibility of initial records preparation and screening activities.* An initial DA Form 330 will be prepared for all officer and enlisted linguists individually ordered to active duty for training who are scheduled for return to their individual units or control groups upon completion of training. All three copies will be filed as semipermanent documents in the Military Personnel Records Jacket. A pencil entry will be made on the original copy in the "Date of Submission" blank (item 11) to indicate the date on which the form was completed.

b. Responsibility of Reserve component personnel activities. Personnel officers of Reserve components will be responsible for assuring the currency and accuracy of DA Form 330 maintained in the individual's Military Personnel Record Jacket. Periodic verification will be made of the individual's language proficiency. During ANACDUTRA, personnel officers will secure the assistance of host installation test control officers in evaluating and/or reevaluating linguist personnel.

c. Reporting to Headquarters, Department of the Army upon unit or individual call to active duty. In the event the individual or his unit is called to active duty for a period in excess of 180 days under the provisions of AR 135-200, AR 135-210, or AR 135-300, personnel officers of the first Active Army activity processing the individual or the unit upon call to active duty will insure the accuracy and currency of the data on the DA Form 330, make necessary corrections, and forward the first and third copies of the form to Headquarters, Department of the Army (addresses indicated in the lower right hand corner of the form). The second copy will be retained in the individual's Military Personnel Records Jacket.

**Table 2-1. Order of Importance for Completing Item 6b (DA Form 330):
Language "How Acquired"**

<i>How acquired</i>	<i>Code</i>
Ten years foreign residence past the age of 5 years where language was appropriate	1
Attendance at Defense Language Institute ¹	2
Five years of foreign residence past the age of 5 years where language was appropriate	3
Two years of foreign residence/study following completion of English-speaking high school	4
Language spoken in home environment through adolescence where parents were bilingual	5
Acquired at Armed Forces-sponsored language course other than DLI program (such as GED, military colleges or institutes) ²	6
Learned in English-speaking civilian school system (high school or college)	7
Self-study	8
Other ³	9

¹ In item 7, Remarks, indicate number of the course, date completed, and, if known, the individual's final class standing (i.e., 4/20, fourth in a class of 20).

² In item 7, Remarks, indicate type of course, subcourse, school or program (i.e., commercial language school or institute, contract university or college course, language translator or interpreter school). If the individual is undergoing or has completed training in the Foreign Area Specialist Training Program (FASTP), indicate "Undergoing FASTP," or "Completed FASTP," as appropriate.

³ In item 7, Remarks, indicate specifically how the language was acquired.

**Table 2B-2. Order of Importance for Completing Item 6c (DA Form 330):
Language Experience "Principal Type"**

<i>Type of experience</i>	<i>Code</i>
Interrogator	1
Interpreter	2
Translator	3
Instructor (individual must be sufficiently fluent to teach English-speaking students a foreign language or subjects in a foreign language, or teach foreign language-speaking students a third language or subjects in the third language)	4
Transcriber (individual makes a written record of a conversation or transmission in the original language)	5

Audio Monitor (individual listens to and/or records audio material in a foreign language; may listen for key words or phrases as cues for starting or stopping the recording process)	6
Conversation (individual's principal use of language was conversational; taught a subject in the language or conducted business in the language)	7
Other (Specify in item 7, Remarks)	8
No Experience	9

Table 2-3. Codes for Highest Level of Experience

<i>Code</i>	<i>Designation</i>
1	Diplomatic Level (International, Political, or Negotiating; Native and/or Full Professional)

Individuals operating at this level must be completely fluent in the foreign language and in English as well. They should be able to translate simultaneously to or from English. They must have a thorough understanding of the appropriate culture and psychology, coupled with an extensive knowledge of the area in which the language is utilized. Individuals will be considered as having diplomatic level experience when they perform linguist duties as interpreters, advisors, or negotiators at high level meetings in which military representatives may participate.

2	Advanced Level (Minimum Professional)
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Individuals operating at this level must be fluent in the foreign language and competent in English. They must be capable of high quality performance in at least one of the three primary fields of military linguist endeavor: interpretation, interrogation, or translation. They must have an understanding of the culture and psychology of the foreign area. Individuals will be considered as having advanced level of experience when they perform linguist duties in such areas as military intelligence, communications intelligence, military government, military supervision and liaison with other governments, language instruction, military attaché, military police, prisoner of war handling, psychological warfare, and public information. If the individual's experience has involved speaking skills primarily, he must be able to converse comfortably with college-educated native speakers on subjects ranging from social matters, current events, political, economic, and cultural matters to technical military operations. His technical military vocabulary must be extensive enough to include terms pertaining to the identification, capabilities, limitations and operation of major weapons systems. His vocabulary need not include terms pertinent to small component parts of such weapons. If his experience has primarily involved reading, he must be able to understand the content of military operations orders, directives, plans, maps, signs and directions. He must be able to understand the general content of moderately difficult

prose directed to civilian general-interest readers with a high school equivalent education.

3..... Routine Level (Minimum Professional/Limited)

Individuals operating at this level should be relatively competent either as military interpreter, interrogator, or translator. An individual's fluency should be sufficient to satisfy routine social demands and limited military requirements. When individuals in this category have performed primarily in a speaking capacity, they must have been able to converse with native speakers about general cultural matters and understand and impart general ideas and directions. They must be able to read simple signs and posted directives understandable to natives with a limited literacy. Linguist duties may have been performed in the less critical military jobs within the intelligence, military government, military police, public information, military supervision and liaison, and native labor management agency areas.

4..... Minimum Level (Elementary)

Individuals operating at this level may have only a limited language knowledge. They must be able to satisfy routine travel needs for food, shelter, clothing, and transportation, and be able to meet simple courtesy requirements. Linguist duties may have been performed in lower job levels in hospitals, ordnance, transportation, military police, prisoner of war activities, labor supervision, and related fields.

9..... No experience

*Table 2-4. Determination of Entry for Item 6h (DA Form 330): Listening Proficiency Rating

When item 6b is		item 6d is		item 6g is		item 6h is
5	AND	1 or 2	AND	58-60	THEN	5
1, 3, or 4	AND/OR	1 or 2	AND	58-60	THEN	4
2, 6, 7, 8, or 9	AND/OR	3, 4, or 9	AND	58-60	THEN	3
Immaterial		Immaterial	AND	40-57	THEN	3
Immaterial		Immaterial	AND	26-39	THEN	2
Immaterial		Immaterial	AND	16-25	THEN	1
Immaterial		Immaterial	AND	1-15	THEN	6 or 7

*Table 2-5. Determination of Entry for Item 6j (DA Form 330): Reading Proficiency Rating

When item 6b is		item 6d is		item 6i is		item 6j is
5	AND	1 or 2	AND	58-60	THEN	5
1, 3, or 4	AND/OR	1 or 2	AND	58-60	THEN	4
2, 6, 7, 8, or 9	AND/OR	3, 4, or 9	AND	58-60	THEN	3
Immaterial		Immaterial	AND	40-57	THEN	3
Immaterial		Immaterial	AND	26-39	THEN	2
Immaterial		Immaterial	AND	16-25	THEN	1
Immaterial		Immaterial	AND	1-15	THEN	6 or 7

*Tables 2-4 and 2-5 are to be used only for individuals whose "Manner of Evaluation" is "Test" (item 6k). For individuals whose "Manner of Evaluation" is "Interview" (item 6l), the ratings to be entered in 6h and 6j will be determined in accordance with the guidance provided in paragraph 2-2 and appendix C.

Note. Individuals will be reported as: *linguists* if they have a rating of 1 through 5 in either item 6h or 6j; *former linguists* if they have a "6" rating; and *subproficient linguists* if they have a "7" rating.

CHAPTER 3

POLICIES AND PROCEDURES FOR SELECTION OF APPLICANTS FOR LANGUAGE TRAINING AND ASSIGNMENT

3-1. **General.** This chapter contains the eligibility criteria for selection for language school training, procedures for submitting and processing application, and policies governing the utilization and assignment of linguist personnel.

3-2. **Language training facilities.** *a. Defense Language Institute (DLI).* Language training is conducted at DLI, West Coast Branch, Presidio of Monterey, California; DLI, East Coast Branch, Washington, D.C.; the Foreign Service Institute, Department of State, Washington, D.C.; Syracuse University, Syracuse, N.Y.; the Defense Language Institute Support Command, Fort Bliss, Texas; and at various contract language schools. Special in-country language training is provided for officers in the Foreign Area Specialist Training Program (FASTP) under the provisions of AR 614-142.

b. Army education centers. Army education centers offer foreign language training to Army personnel and their dependents under provisions of AR 621-5 on a self-improvement basis. Language training is conducted during on- and off-duty hours in spoken foreign language courses, academic courses, refresher courses, and individual and group instruction courses. Application for attendance at such courses are governed by AR 621-5.

3-3. **Qualification for Defense Language Institute training.** To qualify for foreign language training offered by DLI, individuals must meet the following requirements. *a. Qualifications applicable to all military personnel.*

(1) Successful completion of civilian high

school or GED equivalent. Graduates of non-English speaking high schools must have a standard score of 45 or higher on High School Level GED Tests #1 and #2.

(2) Minimum score of 18 on the DLAT or have successfully completed a foreign language course at DLI. Officers selected by the Department of the Army for foreign language training in order to qualify for assignment to a Military Assistance Advisory Group (MAAG) or mission, the Defense Attaché System, FASTP, or a specialized oversea assignment, are exempt from this requirement. Directives appropriate to these special programs will apply.

(3) Interim or final type security clearance for SECRET. Regular Army enlistees with a language training option undergoing processing at U.S. Army reception stations, and AUS personnel recommended for language school training by the reception station classification and assignment interviewer who do not have an interim or final type security clearance for SECRET will be considered eligible, provided the appropriate request for a security clearance is initiated during reception station processing.

(4) No speech impediment.

(5) A physical profile serial of "1" in the "S" factor and a minimum hearing acuity of 20 decibels at 500, 1,000 and 2,000 cycles per second and 30 decibels at 4,000 and 8,000 cycles per second.

b. Commissioned officers. Additional qualifications required for commissioned officers are as follows:

(1) Officers who volunteer and are selected for language training incur an obligated term of service of 3 years following completion of the language course. Assignment orders will contain the following statement:

"Service obligation of three years incurred under provisions of AR 350-100 and AR 611-6."

Reserve component officers who do not have sufficient time to serve to meet the 3-year requirement will request extension of active duty service under the provisions of AR 135-215 and will execute a statement of understanding of the obligation assumed in accordance with provisions of AR 350-100.

(2) Officers must have served a minimum of 3 years on assignment to duties with their basic branches on current tour as commissioned officers in the active military service. When necessary, this requirement may be waived by career branch chiefs in order to meet valid requirements. This subparagraph does not apply to Military Intelligence officers.

(3) Regular Army officers must have less than 27 years of service for retirement purposes as of the anticipated date of completion of language school training. This requirement may be waived in the case of officers selected for assignment to the Defense Attaché System, MAAG, or missions.

(4) AUS and Reserve component officers must have less than 16 years of active Federal service as of the anticipated date of completion of language school training.

c. Warrant officers. The following additional qualifications are required for warrant officers:

(1) Must have actual or anticipated assignment to duties which require a knowledge of the foreign language.

(2) Selectees for language school training must agree to remain in the service for a period of 3 years following completion of the language course, or as otherwise indicated in assignment orders. Reserve component warrant officers who cannot meet this requirement will request extension of active duty service under the provisions of AR 135-215 and will execute a statement of understanding of the

obligation assumed in accordance with provisions of AR 350-100.

d. Enlisted personnel. The following additional qualifications are required for enlisted personnel:

(1) GT aptitude area score of 100 or higher.

(2) Completion of basic combat and advanced individual training prior to entry in the language course (except those individuals trained under the United States Army Security Agency (USASA) program, the Language School Enlistment Option, or other special programs established by the Department of the Army). This requirement does not preclude submission of application from personnel undergoing basic combat training or advanced individual training.

(3) Sufficient service remaining upon completion of the school course as indicated below:

<i>Length of course</i>	<i>Required service remaining after completion of course</i>
37-52 weeks	18 months
24-36 weeks	14 months
13-23 weeks	13 months
12 weeks or less	6 months

Exception: The service remaining requirement for personnel attending any Vietnamese language course in excess of 12 weeks duration is 13 months.

(a) Applicants who are otherwise qualified to apply for DLI training who have less than 4-years active duty and insufficient time remaining, must either accept discharge under the provisions of AR 635-200 and immediately reenlist under the provisions of AR 601-280 or extend or amend their enlistment, as appropriate, upon selection for language school training. Amendments, extension, or reenlistments must be accomplished prior to departure from current assignment.

(b) Applicants who are otherwise qualified to apply for DLI training who have 4 years or more active duty and insufficient time remaining may either sign a statement of intent to reenlist as required by chapter 4, AR 601-280, or reenlist. One copy of the statement of intent must accompany the application of training.

(c) Personnel selected for DLI training in conjunction with a special program (such as USASA, Special Forces, MAAG, or mission duty) must meet the time remaining requirements of that program.

(d) An individual may be selected by Headquarters, Department of the Army for training in any one of the three languages designated in his statement of preference of languages, or in another language, but in no case will he be required to attend a course requiring a longer time remaining period unless he waives, in writing, his earlier statement of intent to amend, extend, or reenlist, as appropriate, and agrees to the new time remaining requirement, or unless an exception is made to the requirement in the assignment instructions from Headquarters, Department of the Army.

(4) Waiver of enlistment commitments. Regular Army personnel with unfulfilled enlistment commitments must agree to waive those commitments. All waivers will be executed in writing, prepared in triplicate, and will read as follows:

I voluntarily waive all entitlement to my enlistment commitment made at the time of my enlistment in favor of attending (Course No. and Title). I fully understand that upon completion of schooling I will be required to complete advanced individual training or on-the-job training in any military occupational specialty (MOS) directed by the Department of the Army. I understand that upon completion of language schooling and MOS training I am not promised an assignment that utilizes my language training. I further understand that if I do not successfully complete language school training I will be reassigned to advanced individual training or on the job training in any MOS selected in accordance with the needs of the service, and that my original reenlistment commitment will not be reinstated.

Signature and SSAN of enlisted man

e. Exceptions to eligibility. Notwithstanding the qualifications established above, the following individuals may not apply for language training:

(1) Individuals alerted for or under orders for foreign service, or those assigned to units or under orders for assignment to units alerted for oversea movement.

(2) Transient and patient personnel.

(3) Individuals under courts-martial charges.

(4) Individuals serving on stabilized assignments, unless the application is for training commencing subsequent to termination of the stabilized assignment.

(5) Enlisted personnel attending courses of instruction at Army service schools, unless such training is in an MOS which would be complemented by language training.

(6) Personnel in oversea commands serving on a foreign service tour; these individuals may apply only for a language course scheduled to commence subsequent to completion of their foreign service tour.

(7) Individuals being processed for discharge, except those reenlisting for their own vacancy.

(8) Former graduates of DLI who have not completed the required utilization tour in the first language. If the required utilization tour is less than 1 year, former graduates cannot apply sooner than 1 year subsequent to the completion date of training in the first (or most recent) language.

3-4. Preparation and submission of application for language school training. *a. General.*

(1) *Officer personnel.* Officers normally are trained at DLI in preparation for assignments in which foreign language proficiency is required, such as duty with a MAAG, a mission, the FASTP, or in anticipation of assignment under provisions of AR 611-60. Officers may indicate a general preference for language school training in regularly submitted DA Form 483 (Officer Assignment Preference Statements) as required by AR 614-100. Officers who desire to submit application for language school training not related to present or projected assignment, will submit requests on DA Form 2496 (Disposition Form). The request must contain the information required by *c* below. Such requests will be processed as routine personnel actions.

(2) *Enlisted personnel.* Applications for language school training by enlisted personnel

will be prepared on DA Form 2496 and submitted to the individual's immediate commanding officer. All applications must contain the basic information as shown in the sample application in figure 3-1 and as required in *c* below. If the applicant's command requires submission of a standard personnel data sheet with all personnel actions, the data found on the DA Form 2496 will not duplicate data found elsewhere on the standard personnel data sheet. Additional information other than that indicated in *c* below may be added for information purposes or as required by intermediate commands.

b. Oversea applicants.

(1) *Officer personnel.* Officers serving overseas tours must submit their applications for language school training at least 9 months prior to their scheduled rotation date.

(2) *Enlisted personnel.* Enlisted personnel grades E-1 through E-6 will submit applications for language school training through normal personnel channels to their major overseas commander not less than 3 months nor more than 6 months prior to their anticipated date of return to the continental United States (CONUS). Senior grade enlisted personnel (E-7 through E-9), and all grades of enlisted personnel identified as special categories, intelligence, enlisted aides, and NCO Logistics Program personnel as identified in figure 3-2, AR 600-200, will submit applications not less than 8 months nor more than 10 months prior to anticipated date of return to CONUS.

c. Data required.

(1) Highest education level.

(2) DLAT score. Indicate whether DLAT-1 or DLAT-2. (If applicant has successfully completed a DLI course, the language and course completion date will be substituted for the DLAT score.)

(3) Language spoken. (If the individual is a qualified linguist in languages other than those in which training is requested, or if he has demonstrated proficiency in the languages in which training is requested, his listening and/or reading proficiency rating and date of evaluation will be indicated for each language.)

(4) Security clearance. Indicate "Interim" or "Final," as applicable, and date received.

(5) Primary MOS, secondary MOS, and duty MOS.

(6) Branch of service (officers only).

(7) Grade.

(8) Physical profile.

(9) Expiration term of service (ETS).

(10) Scheduled rotation date (if applicable).

(11) Geographical area of assignment preferred.

(12) GT Aptitude Area Score (enlisted personnel only).

(13) Identification of languages to be studied. Three languages will be indicated in order of preference. If known, the DLI course number (as announced in quarterly DA circulars in the 350 series) will be indicated (enlisted personnel only).

(14) Identification of the DA message announcing the projected attaché vacancy, if applicable (officer personnel only). This item will include the number and date of the communication.

(15) Certificate signed by a medical officer indicating that the individual has no speech impediment, and that, as of the date of the application, the individual meets the minimum hearing acuity standards as prescribed in paragraph 3-3a(5).

(16) Statement by the individual that he has sufficient time remaining at the completion of the course, or that he is requesting an extension of active duty service to meet the 3-year or other announced post-course retention requirement, if applicable (officers); or that he has actual or anticipated assignment to a duty position requiring proficiency in the appropriate foreign language (warrant officers); or that he intends to amend or extend his enlistment or reenlist under the provisions of appropriate regulations at the completion of the course of language study to meet the minimum time remaining requirements (enlisted personnel).

(17) If the applicant is an NCO E-4 through E-7, a statement that he will/will not accept lateral appointment to Specialist within the same pay grade under the provisions of paragraph 7-11, AR 600-200 if selected for training and assignment in MOS 04B (Translator-Interpreter) or 04C (Expert Linguist).

(18) A statement that the individual understands that upon completion of language training he is subject to worldwide assignment in accordance with the needs of the Army.

(19) A statement that training in any language is/is not acceptable if one of the three languages indicated is not available.

d. Forwarding of applications to Headquarters, Department of the Army.

(1) *Officer personnel.* DA Form 483 indicating a preference for language training will be forwarded by the individual to his career branch chief at Headquarters, Department of the Army. DA Form 2496 from officers requesting special language training will be forwarded in a similar manner through regular correspondence channels. The final forwarding address for both actions will be: Chief of Personnel Operations, ATTN: (Career Branch), Washington, DC 20315. The following symbols will be used to designate the branch in the ATTENTION address:

<i>Branch or division</i>	<i>Office symbol</i>
Colonels Division	OPCOL
Adjutant General	OPAG
Air Defense Artillery	OPADA
Armor	OPAR
Aviation Warrant Officer	OPAV
Chemical	OPCM
Engineer	OPEN
Field Artillery	OPFA
Finance	OPFC
Infantry	OPIN
Military Intelligence	OPMI
Military Police	OPMP
Ordnance	OPORD
Quartermaster	OPQM
Signal	OPSC
Transportation	OPTC
WAC	OPWC

(2) *Enlisted personnel.* All applications will be forwarded through the appropriate

chain of command to the Chief of Personnel Operations, ATTN: EPRDR, Department of the Army, Washington, DC 20310. CONUS Army commanders are authorized to forward applications direct to Department of the Army.

3-5. Selection for language school training. The selection of personnel for language school training is governed by projected worldwide requirements by grade, MOS, language, and proficiency level. Every effort will be made to fill necessary training requirements at DLI facilities with volunteer personnel; however, when requirements exist for which volunteers are not available, mandatory selections for school attendance will be made by Headquarters, Department of the Army. Eligibility and qualification criteria prescribed in paragraph 3-3 remain unchanged for mandatory selection except that Headquarters, Department of the Army, may waive standards in accordance with the needs of the service.

3-6. Duty status while in attendance at language schools. Individuals selected for language training in courses of 20 weeks or more will be assigned on a permanent change of station (PCS) to the student detachment of the organization conducting the training. When training is to be conducted at a civilian school, individuals attending language courses of 20 weeks or more in duration will be assigned on a PCS to the student detachment at the headquarters of the Army area in which the school is located. Personnel selected for courses of less than 20 weeks' duration will be placed on temporary duty with the student detachment of the organization conducting the training, or the student detachment at the headquarters of the Army area in which the school is located, as appropriate.

3-7. Utilization of linguists. Upon completion of language training, students will be assigned against the requirement for which they were trained, provided that requirement still exists. Commanders will insure that DLI graduates who are assigned to fill valid requirements will be utilized in those positions for a period of not less than 1 year, whenever possible. In those cases where requirements have been can-

celed, every effort will be made to assign the individual to a position or area wherein he can utilize his linguist ability. However, nothing in this regulation will be construed as prohibiting the assignment of an individual to any area of the world in accordance with the needs of the service.

3-8. Application for assignment as qualified linguist. *a. General.* DA circulars in the 350 series published quarterly announce requirements for enlisted linguists based on confirmed projections by major CONUS and overseas commands. Requirements are listed by command, language, grade, and MOS. Enlisted personnel who are qualified linguists may request reassignment to the specific areas indicated to fill requirements shown for their grade, MOS, and language proficiency. To be eligible to submit an application for linguist duty, the individual must find a requirement in a current language training circular where he can be utilized. For this purpose, the following guidance is furnished:

(1) *Grade requirement.* Personnel in grades E-1 through E-5 may apply for reassignment against any requirement listed for their grade or higher, up to E-6. An individual may not apply for assignment against a requirement for a grade lower than he currently holds. Personnel in grades E-6 and above may apply for assignment against requirements for their own grade or one grade higher than they currently hold.

(2) *MOS requirement.* Applicants must hold a three-character MOS listed in the circular as PMOS or SMOS unless the requirement is for MOS 04B or 04C. Any linguist of the appropriate grade, as indicated above, may apply for assignment against an 04B or 04C requirement; however, the application must contain a statement that the individual agrees

to conversion to MOS 04B or 04C and, if the applicant is an NCO in grades E-4 through E-7, a statement that he will accept lateral appointment to Specialist within his same pay grade in accordance with paragraph 7-11, AR 600-200.

b. Preparation and submission of application for linguist assignment. Applications will be prepared on DA Form 2496 and submitted to the individual's commanding officer. If the applicant's command requires submission of a standard personnel data sheet with all personnel actions, the data listed on the DA Form 2496 will not duplicate data found elsewhere on the standard personnel data sheet. All applications must contain the data required for routine reassignment actions plus the following special information:

(1) Identification of the DA circular in the 350 series in which the requirement is listed.

(2) Identification of the specific requirement or requirements for which the applicant is volunteering.

(3) If the requirement is for MOS 04B or 04C, the statement(s) required by a(2) above.

(4) A brief résumé of previous linguist assignments to include dates, location, and MOS in which the individual was performing.

(5) Certification by the commander having custody of the individual's military 201 file that the individual is qualified to perform duty in the MOS and language the applicant is requesting duty in, and that the individual has been evaluated or reevaluated within the last 2 years in the appropriate foreign language. Requests will be forwarded, through regular personnel channels, to Chief of Personnel Operations, ATTN: EPRDR, Department of the Army, Washington, DC 20310.

DISPOSITION FORM

(AR 340-15)

REFERENCE OR OFFICE SYMBOL

AMTCL-COMG-AIT-C

Jones, Frank B., 000-00-0001

SUBJECT

Application for Defense Language Institute Training

TO CO, AIT Com Gp Co, USATC

Ft Lewis, WA 98433

FROM SFC Frank B. Jones

000-00-0001, AIT Com Gp Co,
USATC, Ft Lewis, WA 98433

DATE 0 January 0000 CMT 1

1. Under the provisions of Chapter 3, AR 611-6, and DA Circular 350-00, Language Training for Enlisted Personnel, 00 December 0000, I volunteer for language training at the Defense Language Institute.

2. The following information is submitted:

- a. Highest Education Level: 14 years.
- b. DLAT-1 Score: 47.
- c. Language Spoken: Portugese-Brazilian, C-3, R-3, 00 April 0000.
- d. Security Clearance: Secret Final, 00 July 0000.
- e. PMOS: 71L4HPQ; SMOS: 95B4LPQ; DMOS: 71L4HPQ.
- f. Rank: SFC.
- g. Physical Profile: 11111 (A).
- h. ETS: 0 September 0000.
- i. Geographic Area of Assignment Preferred: Spanish: Latin America
Italian: Europe
German: Europe
- j. GT Aptitude Area Score: 119.
- k. Languages to be Studied:
 - (1) Spanish-Latin American 01LA24C0269 or 01LA2400369
 - (2) Italian 01JT24W0269
 - (3) German 01GM32C0369

3. If this request is approved, I will reenlist or amend my current enlistment if necessary to meet the minimum months remaining service requirement indicated in paragraph 3-3d, AR 611-6, prior to departure for training.

4. In the event I am not chosen for training in either my PMOS or SMOS, and instead receive training as an Interpreter-Translator (MOS 04B) or Expert Linguist (MOS 04C), I agree to accept lateral appointment to Specialist Seven (SP7) under the provisions of paragraph 7-11, AR 600-200.

5. I further understand that upon completion of language training, I will be subject to world-wide assignment in accordance with the needs of the Army.

6. Training in any language is acceptable if one of the three preferred languages indicated in paragraph 2k above is not available.

1 Incl
Medical Certificate



FRANK B. JONES
000-00-0001, SFC
AIT Com Gp Co, USATC

DA FORM 2496
1 FEB 62

REPLACES DD FORM 96, EXISTING SUPPLIES OF WHICH WILL BE ISSUED AND USED UNTIL 1 FEB 63 UNLESS SOONER EXHAUSTED. * U.S. GOVERNMENT PRINTING OFFICE : 1963 O-707-911

★Figure 3-1.

CHAPTER 4

SUBMISSION OF DA FORM 1238-R (CURRENT AND PROJECTED ENLISTED LINGUIST REQUIREMENTS)

Section I. GENERAL

4-1. General. This section governs the preparation of DA Form 1238-R (Current and Projected Enlisted Linguist Requirements, RCS OPO-22 (R-3)). The report will identify language, five-character MOS, proficiency objective, current and projected linguist authorization for a 3-year period, current actual linguist strength, and a projection of retainable strength for a 3-year period. All commanders concerned with requisitioning of linguist personnel will insure that information submitted is complete and accurate and that reported requirements reflect only requirements that are essential to the accomplishment of assigned missions. Commanders also will be required, by separate action upon notice from the Department of the Army, to update and confirm projected annual requirements.

4-2. Reporting commands and agencies. Reports will be prepared by all commanders having responsibility for units maintaining personnel records wherein linguist personnel are authorized or projected to be authorized. Commanders of major commands, agencies, and activities which requisition enlisted personnel directly from Headquarters, Department of the Army in accordance with AR 614-202 will assemble all reports from subcommands and forward them to Headquarters, Department of the Army under one cover. Reports will not be consolidated (retyped to group several reports together) beyond the TOE or TDA organization indicated on the report form heading. The report will be prepared in accordance with instructions in section II, this chapter. Requisition submission guidance is provided in AR

614-202, and more specifically in the DA circulars in the 350 series (Language Training for Enlisted Personnel) published quarterly.

4-3. Report form. The report will be prepared on DA Form 1238-R in accordance with instructions contained in section II, this chapter. DA Form 1238-R (image size 13 1/5 inches by 7 7/8 inches) will be reproduced locally on 14- x 8 1/2-inch paper.

4-4. Reporting procedures. All preparing commands and agencies will submit the report annually, in duplicate, with data current as of 31 March. Reports will be dispatched by airmail when appropriate, to Chief of Personnel Operations, ATTN: EPRDR, Department of the Army, Washington, DC 20310, not later than 1 May.

4-5. Source of data. Data for this report will be obtained as follows:

a. Current authorized. Only those linguist personnel currently authorized in current TDA and/or TOE.

b. Current accountable. Only those linguist personnel currently accountable on unit morning reports on the "as of" date of the report.

c. Projected authorization. Information based on current authorization modified by projected increases or decreases based on known changes in mission, adjustments to the existing force structure, and/or activation of units. Where projected authorizations differ from current authorizations, a remark will be made on the reverse of the form explaining the basis for the change. For example—

NOTE: Projected reduction in authorization for German linguists as of 31 December 1969 is predicated on MTOE submitted by this headquarters on 15 April 1969.

d. Retainable strength. Information based on current strength figures modified by known losses such as rotation dates and ETS dates of noncareerist personnel.

Section II. PREPARATION OF DA FORM 1238-R (CURRENT AND PROJECTED ENLISTED LINGUIST REQUIREMENTS)

4-7. **General.** Policy governing the dimensions of the report form, identification of agencies required to submit DA Form 1238-R, and the date of submission will be found in chapter 4 of this regulation.

4-8. **Preparation instructions.** The report will be prepared on DA Form 1238-R. Samples of a blank and completed form are shown at figures 4-1 and 4-2. All items must be completed.

a. Heading. Indicate in the appropriate block the reporting command and the "as of" date of the report. Each page of the report will be numbered consecutively and the page numbers placed in the block provided.

b. Language (name and code). List in alphabetical order all languages for which a current or projected authorization exists to include the reporting code as listed in appendix A.

c. MOS. List all five character MOS codes in numerical sequence, with alphabetic subdivisions for each language.

d. Course objective. Appendix D outlines the various types of course objectives. Determine the one most appropriate and enter "1" (Elementary Proficiency), "2" (Limited Proficiency), or "3" (Minimum Professional Proficiency) in the block provided.

e. Proficiency objective. Enter the appropriate proficiency objective identified in appendix B.

f. Strength data period. Strength is required for a 3-year period for both authorized strength and retainable strength. The first year is the

first fiscal year after the "as of" date. The second year is the second fiscal year after the "as of" date, and the third year is the third fiscal year after the "as of" date. For example, reports submitted as of 31 March 1969 will show projected strengths for fiscal years 1970, 1971, and 1972.

g. Current authorized and accountable strength. The number of personnel currently authorized requiring language qualification identified by MOS and grade, and the number of personnel currently accountable on the "as of" date of the report with language qualification identified by MOS and grade. Currently accountable will be the on-hand strength for the "as of" date of the report.

h. Projected authorization and retainable strength. Enter the number of personnel projected to be authorized for each time frame specified, by MOS and grade, and the number of personnel currently assigned who will be retainable through each time frame specified by MOS and grade. Commands other than the USASA will not include anticipated or projected gains within the retainable strength figures. These factors will be added by Headquarters, Department of the Army, after receipt of reports. Personnel qualified in more than one foreign language will be reported in the language in which highest proficiency has been attained. In the event an individual is equally proficient according to his reading rating, the higher listening-comprehension rating will determine the language to be reported.

CURRENT AND PROJECTED ENLISTED LINGUIST REQUIREMENTS															REPORTS CONTROL SYMBOL																																		
For use of this form, see AR 611-6; the proponent agency is the Office of Personnel Operations.															OPO-22 (R3)																																		
TO: (Include Zip Code) Chief of Personnel Operations ATTN: EPRDR Department of the Army Washington, D. C. 20310					FROM: (Include Zip Code) Commanding General USCONARC Ft. Monmouth, Va. 23351					TOE or TDA No.			AS OF DATE 31 Mar 68																																				
													PAGE NO 1	NO. OF PAGES 7																																			
LANGUAGE NAME & CODE	S DIGIT MOS	Course Objective	Profi- ciency Objective	CURRENT AUTHORIZED & ACCOUNTABLE STRENGTH							REPT PD	PROJECTED AUTHORIZATION AND RETAINABLE STRENGTH (RS)																																					
				E9	E8	E7	E6	E5	E4	E3-E1		TOT	As of 30 Sep				As of 31 Dec				As of 31 Mar				As of 30 Jun																								
											E9	E8	E7	E6	E5	E4	E3-E1	TOT	E9	E8	E7	E6	E5	E4	E3-E1	TOT	E9	E8	E7	E6	E5	E4	E3-E1	TOT															
Arabic Egyptian (AE)	71L4H	1	S3-R3	Auth			7	9					16	1st yr Auth			7	9						16			7	9					16			7	9					16							
				Acct			5	7						12	1st yr RS			5	7						12			5	6					11			5	5				10							
																2nd yr Auth			7	9						16			7	9					16			7	9				16						
																2nd yr RS			4	5						9			3	5					8			3	3				6						
																3rd yr Auth			7	9						16			7	9					16			7	9				16						
																3rd yr RS			2	3						5			2	1					3			1	1				2						
German (GM)	91H2L	1	S1-R1	Auth					11	13	17		41	1st yr Auth					11	13	17				41			8	11	15		34			8	11	15		34			8	11	15		34			
				Acct						11	13	19		41	1st yr RS					11	13	19				43			10	11	16		39			9	13	16		38			9	12	16		37		
																2nd yr Auth			8	11	15				34			8	11	15		34			8	11	15		34			8	11	15		34			
																2nd yr RS			8	10	15				33			6	9	11		26			6	5	11		22			4	5	8		17			
																3rd yr Auth			8	11	15				34			8	11	15		34			8	11	15		34			8	11	15		34			
																3rd yr RS			2	3	8				16			2	3	5		11			1	3	3		7			1	2	3		6			
Spanish Castilian (SR)	11H4S	2	S2-R2	Auth			2	2	3	3		10	1st yr Auth			2	2	3	3				10			2	2	3	3		10			2	2	3	3		10			2	2	3	3		10		
				Acct			1	1	1	1			6	1st yr RS			1	1	3	1				5			1	0	3	1		5			1	0	2	1		4			1	0	2	1		4	
																2nd yr Auth			2	2	3	3			10			2	2	3	3		10			2	2	3	3		10			2	2	3	3		10
																2nd yr RS			1	0	2	1			4			0	0	1	1		2			0	0	1	1		2			0	0	1	0		1
																3rd yr Auth			2	2	3	3			10			2	2	3	3		10			2	2	3	3		10			2	2	3	3		10
																3rd yr RS			0	0	1	0			1			0	0	0	0		0			0	0	0	0		0			0	0	0	0		0

DA Form 1238-R, 1 Jul 69

Replaces DA Form 1238-R, 1 Mar 68, which is obsolete.

(Paper size, 14" x 8 1/2"; image size 13 2/10" x 7 4/6")

★ Figure 4-2.

★APPENDIX A
LANGUAGE CODES

Alphabetical listing by language

<i>Language</i>	<i>Code</i>	<i>Language</i>	<i>Code</i>
Achinese (Atjehnese)	AF	Bengali	BN
Acholi	AH	Berber (Incl Berber-Tamazigt, Berber- Tashelhit, & Berber-Zenatiya)	BR
Afrikaans	AA	Bini	CU
Akan (Includes Twi & Fante)	FB	Breton	BX
Albanian	AB	Buginese-Makassarese	CE
Amharic	AC	Bulgarian	BU
Arabic-Classical (written only)	AJ	Burmese	BY
Arabic-Modern (written only)	AD		
Arabic-Egyptian	AE	Cambodian (Incl Khmer)	CA
Arabic-Iraqi	DG	Catalan	CB
Arabic-Jordanian	AK	Chinese-Amoy (Incl Amoy, Swatow, & South Min)	CD
Arabic-Lebanese	AQ	Chinese-Anhwei	CN
Arabic-Libyan	AL	Chinese-Cantonese (Incl Yueh)	CC
Arabic-Maghrebi (-Western)	AM	Chinese-Fuchow (Incl North Min)	CQ
Arabic-Saudi	AN	Chinese-Fukienese (Incl Min)	CF
Arabic-Sudanese (Incl Sudanese)	AV	Chinese-Hakka	CH
Arabic-Syrian	AP	Chinese-Mandarin (Incl Kuo-Yu & Hsiang)	CM
Arabic-Tunisian	BW	Chinese-Toishan (Incl Taishan & Toysan)	CT
Arabic-Yemeni	AU	Chinese-Wu (Incl Shanghai)	CS
Aramaic	AT	Chokwe (Incl Cokwe & Kioko)	CY
Armenian (Incl East Armenian & West Armenian)	AR	Coptic	CL
Assamese	AS	Cornish	CP
Avestan (Zend)	XB	Czech	CX
Aymara	AY		
Azerbaijani (Azeri)	AX	Danish	DA
		Dinka	DJ
Bahnar	BB	Djerma-Songhai (Incl Songhai)	DB
Balinese	BD	Duala	DL
Baluchi	BT	Dutch	DU
Bambara	BA	Dutch-Creole	DW
Bamilike	BJ		
Basque	BQ	Efik (Fi)	EF
Bassa (Incl Kru)	BG	Eskimo	EK
Batak	BF	Esperanto	EL
Belorussian (White Russian)	BL		
Bemba	BM		

<i>Language</i>	<i>Code</i>	<i>Language</i>	<i>Code</i>
Estonian	ES	Italian	JT
Ewe	EW	Italian-Neapolitan	JM
Ewondo (Incl Yaunde)	EX	Italian-Sardinian	JK
Fana (Incl Fanagalo)	GX	Italian-Sicilian	JS
Fang (Bulu or Fang-Bulu)	FA	Japanese	JA
Faroese	FD	Jarai	JR
Fijian	FG	Javanese	JV
Finnish	FJ	Kabre (Incl Kotokoli & Tem)	KT
Flemish	FL	Kachin (Incl Ching-P'o, Jingspaw, Shantou & Singhpo)	KH
Fon	FQ	Kanarese (Incl Kannada)	KA
Formosan	FM	Kanuri (Incl Kanembu)	JH
French	FR	Karen	KC
Frisian	FE	Kashmiri	KB
Fulani	FV	Kazakh	KE
Ga	GB	Kikongo (Incl Kongo)	KG
Gaelic (Incl Irish)	GL	Kikuyu	KJ
Galla (Incl Oromo)	GA	Kimbundu (Incl Ndongo)	KK
Gallic	GC	Kinyarwanda	KL
Georgian	GG	Kirghiz	KM
German	GM	Kirundi	KF
German-Bavarian	GT	Kissi	KS
German-Swiss	GS	Kituba (Munukutuba or Monokituba)	KN
Gothic	GD	Korean	KP
Greek-Ancient	YG	Kpelle (Incl Gerze & Guerze)	KV
Greek-Modern	GR	Krio	KW
Greek-New Testament	GE	Kurdish	KU
Guamanian (Incl Chamorro)	CJ	Ladino	LD
Guarani	GU	Landsmal	LR
Gujarati	GW	Lao (Laotian)	LC
Haitian-Creole (Incl French Creole & Martinique Creole)	HC	Lapp	LP
Hausa	HS	Latin	YL
Hawaiian	HA	Latin-Ecclesiastic	LH
Hebrew-Ancient	YH	Latvian (Incl Lettish)	LE
Hebrew-Modern	HE	Lingala (Incl Ngala)	LJ
Herero	HR	Lisu	LB
Hindi	HJ	Lithuanian	LT
Hungarian	HU	Lomongo (Incl Lunkundu)	LG
Ibanag	JE	Lolo (Incl Akha, I, Nesu, Nosu & Yi)	LF
Ibo (Igbo)	JB	Luba Kasai	LK
Icelandic	JC	Luganda (Incl Ganda)	LS
Ijaw	JJ	Lunda	LM
Ila-Tonga	JF	Luo	LU
Ilocano	JL	Macedonian	MA
Indonesian	JN	Madurese	MD

<i>Language</i>	<i>Code</i>	<i>Language</i>	<i>Code</i>
Makua	MJ	Provencal	PR
Malagasy	MG	Punjabi (Panjabi)	PJ
Malay	ML	Pushtu-Afghan	PV
Malayalam	MN	Pushtu-Peshawari	PW
Malinke	MQ	Quechua	QU
Maltese	MP	Rajasthani	RA
Mandingo	MB	Rhade (Incl E De)	RH
Manx	MK	Rhaeto-Romance (Incl Romansh)	RC
Maori	ME	Romanian (Incl Moldavian)	RQ
Marathi	MR	Romany	RM
Marshalese	MM	Russian	RU
Masai	MS	Ruthenian	RT
Maya	MF	Ryukyuan (Incl Okinawan)	RY
Mende	MT	Samoan	SA
Miao-Yao (Incl Meo)	MC	Sango	SB
Minangkabau	MU	Sanskrit	RG
Mongolian	MV	Scotch-Gaelic	GN
Mordvin	MW	Sedang (Incl Sedan)	SQ
Moro	MH	Serbo-Croatian (Incl Serbian & Croatian)	SC
Mossi (Incl Mole & More)	MY	Serer	SV
Muong	MX	Shan	SF
Ndebele (Incl Sindebele)	ND	Shona	SH
Nepalese	NE	Sindhi	SD
Norwegian	NR	Singhalese (Incl Maldivian)	SJ
Nubian	NV	Slovak	SK
Nyanja	NY	Slovenian	SL
Nyoro	NX	Somali	SM
Old English (Anglo-Saxon)	EA	Sotho (Incl Sesuto)	SP
Old French	FC	Spanish-Castilian	SR
Old High German	GH	Spanish-Creole	SS
Old Norse (Old Scandinavian)	NA	Spanish-Latin American	LA
Old Slavonic	PK	Sukuma (Incl Nyamwezi)	ST
Oriya	QA	Sundanese	DE
Ossetic	QS	Susu	SU
Otetela	QT	Swahili	SW
Palauan	PD	Swedish	SY
Pali	PM	Syriac	DF
Pangasinan	PN	Tagalog	TA
Papuan	PP	Tahitian	TD
Papiamento	PA	Tadjik (Tajik)	TB
Persian-Afghan	PG	Tamachek (Incl Tuareg)	TT
Persian (Farsi)	PF	Tamil	TC
Pidgin English (Melanesia)	PB	Tatar	TM
Polish	PL	Telugu	TE
Portuguese-Brazilian	PQ	Temne	TF
Portuguese-Brazilian	PT		

<i>Language</i>	<i>Code</i>	<i>Language</i>	<i>Code</i>
Thai (Incl Siamese)	TH	Vietnamese-Hanoi (Annamese)	VN
Tibetan	TJ	Vietnamese-Saigon	VS
Tigre	TN	Visayan (Bisayan) (Incl Heligaynon, Visayan-Cebuano, Visayan-Heligaynon, & Visayan-Samaran)	VY
Tigrinya	TL	Volapuk	VQ
Tongan (Incl Tumbuka)	UC	Welsh	WE
Trukese	TQ	Wendish (Incl Lusatian & Sorbian)	WB
Tsonga	TP	Wescos	WS
Tswa	TR	Wolof	WQ
Tswana (Incl Chuana)	TS	Xhosa	WH
T'ung (Incl Chinese-Chuang & Chuang)	CW	Yakut	YA
Tupi	UA	Yao (China)	YC
Turkish	TU	Yao (Malawi & Mozambique)	YB
Turkoman (Incl Turkmen)	UB	Yappese	YP
Uighur	UJ	Yiddish	YJ
Ukrainian	UK	Yoruba	YQ
Umbundu (Mbundu)	UM	Zulu	XU
Urdu	UR		
Uzbek	UX		
Vai	VA		
Vietnamese-Central	VC		

Alphabetical listing by code

<i>Code</i>	<i>Language</i>	<i>Code</i>	<i>Language</i>
AA	Afrikaans	BJ	Bamilike
AB	Albanian	BL	Belorussian (White Russian)
AC	Amharic	BM	Bemba
AD	Arabic-Modern (written only)	BN	Bengali
AE	Arabic-Egyptian	BQ	Basque
AF	Achinese (Atjehnese)	BR	Berber (Incl Berber-Tamazight, Berber-Tashelhit, & Berber- Zenatiya)
AH	Acholi	BT	Baluchi
AJ	Arabic-Classical (written only)	BU	Bulgarian
AK	Arabic-Jordanian	BW	Arabic-Tunisian
AL	Arabic-Libyan	BX	Breton
AM	Arabic-Maghrebi (-Western)	BY	Burmese
AN	Arabic-Saudi	CA	Cambodian (Incl Khmer)
AP	Arabic-Syrian	CB	Catalan
AQ	Arabic-Lebanese	CC	Chinese-Cantonese (Incl Yueh)
AR	Armenian (Includes East Armenian & West Armenian)	CD	Chinese-Amoy (Incl Amoy, Swatow, & South Min)
AS	Assamese	CE	Buginese-Makassarese
AT	Aramaic	CF	Chinese-Fukienese (Incl Min)
AU	Arabic-Yemeni	CH	Chinese-Hakka
AV	Arabic-Sudanese (Incl Sudanese)	CJ	Guamanian (Incl Chamorro)
AX	Azerbaijani (Azeri)	CL	Coptic
AY	Aymara	CM	Chinese-Mandarin (Incl Kuo-Yu & Hsiang)
BA	Bambara	CN	Chinese-Anhwei
BB	Bahnar	CP	Cornish
BD	Balinese		
BF	Batak		
BG	Bassa (Incl Kru)		

<i>Code</i>	<i>Language</i>	<i>Code</i>	<i>Language</i>
CQ	Chinese-Fuchow (Incl North Min)	HE	Hebrew-Modern
CS	Chinese-Wu (Incl Shanghai)	HJ	Hindi
CT	Chinese-Toishan (Incl Taishan & Toisan)	HR	Herero
CU	Bini	HS	Hausa
CW	T'ung (Incl Chinese-Chuang & Chuang)	HU	Hungarian
CX	Czech	JA	Japanese
CY	Chokwe (Incl Cokwe & Kioko)	JB	Ibo (Igbo)
DA	Danish	JC	Icelandic
DB	Djerma-Songhai (Incl Songhai)	JE	Ibanag
DE	Sundanese	JF	Ila-Tonga
DF	Syriac	JH	Kanuri (Incl Kanembu)
DG	Arabic-Iraqi	JJ	Ijaw
DJ	Dinka	JK	Italian-Sardinian
DL	Duala	JL	Ilocano
DU	Dutch	JM	Italian-Neopolitan
DW	Dutch-Creole	JN	Indonesian
EA	Old English (Anglo-Saxon)	JR	Jarai
EF	Efik (Fi)	JS	Italian-Sicilian
EK	Eskimo	JT	Italian
EL	Esperanto	JV	Javanese
ES	Estonian	KA	Kanarese (Incl Kannada)
EW	Ewe	KB	Kashmiri
EX	Ewondo	KC	Karen
FA	Fang (Bulu or Fang-Bulu)	KE	Kazakh
FB	Akan (Incl Twi & Fante)	KF	Kirundi
FC	Old French	KG	Kikongo (Incl Kongo)
FD	Faroese	KH	Kachin (Incl Ching-P'o, Jingpaw, Shantou, & Singhpo)
FE	Frisian	KJ	Kikuyu
FG	Fijian	KK	Kimbundu (Incl Ndongo)
FJ	Finnish	KL	Kinyarwanda
FL	Flemish	KM	Kirghiz
FM	Formosan	KN	Kituba (Munukutuba or Monokituba)
FQ	Fon	KP	Korean
FR	French	KS	Kissi
FV	Fulani	KT	Kabre (Incl Kotokoli & Tem)
GA	Galla (Incl Oromo)	KU	Kurdish
GB	Ga	KV	Kpelle (Incl Gerze & Guerze)
GC	Gallic	KW	Krio
GD	Gothic	LA	Spanish-Latin American
GE	Greek-New Testament	LB	Lisu
GG	Georgian	LC	Lao (Laotian)
GH	Old High German	LD	Ladino
GL	Gaelic (Incl Irish)	LE	Latvian (Incl Lettish)
GM	German	LF	Lolo (Incl Akha, I, Nesu, Nosu, & Yi)
GN	Scotch-Gaelic	LG	Lomongo (Incl Lunkundu)
GR	Greek-Modern	LH	Latin-Ecclesiastic
GS	German-Swiss	LJ	Lingala (Incl Ngala)
GT	German-Bavarian	LK	Luba Kasai
GU	Guarani	LM	Lunda
GW	Gujarati	LP	Lapp
GX	Fana (Incl Fanagalo)	LR	Landsmal
HA	Hawaiian	LS	Luganda (Incl Ganda)
HC	Haitian-Creole (Incl French Creole & Martinique Creole)	LT	Lithuanian
		LU	Luo

<i>Code</i>	<i>Language</i>	<i>Code</i>	<i>Language</i>
MA	Macedonian	RU	Russian
MB	Mandingo	RY	Ryukyuan (Incl Okinawan)
MC	Miao-Yao (Incl Meo)	SA	Samoan
MD	Madurese	SB	Sango
ME	Maori	SC	Serbo-Croatian (Incl Serbian & Croatian)
MF	Maya	SD	Sindhi
MG	Malagasy	SF	Shan
MH	Moro	SH	Shona
MJ	Makua	SJ	Singhalese (Incl Maldivian)
MK	Manx	SK	Slovak
ML	Malay	SL	Slovenian
MM	Marshalese	SM	Somali
MN	Malayalam	SP	Sotho (Incl Sesuto)
MP	Maltese	SQ	Sedang (Incl Sedan)
MQ	Malinke	SR	Spanish-Castilian
MR	Marathi	SS	Spanish-Creole
MS	Masai	ST	Sukuma (Incl Nyamwezi)
MT	Mende	SU	Susu
MU	Minangkabau	SV	Serer
MV	Mongolian	SW	Swahili
MW	Mordvin	SY	Swedish
MX	Muong	TA	Tagalog
MY	Mossi (Incl Mole & More)	TB	Tadjik (Tajik)
NA	Old Norse (Old Scandinavian)	TC	Tamil
ND	Ndebele (Incl Sindebele)	TD	Tahitian
NE	Nepalese	TE	Telugu
NR	Norwegian	TF	Temne
NV	Nubian	TH	Thai (Incl Siamese)
NX	Nyoro	TJ	Tibetan
NY	Nyanja	TL	Tigrinya
PA	Papiamentu	TM	Tatar
PB	Pidgin English (Melanesia)	TN	Tigre
PD	Palauan	TP	Tsonga
PF	Persian (Farsi)	TQ	Trukese
PG	Persian-Afghan	TR	Tswa
PJ	Punjabi (Panjabi)	TS	Tswana (Incl Chuana)
PK	Old Slavonic	TT	Tamachek (Incl Tuareg)
PL	Polish	TU	Turkish
PM	Pali	UA	Tupi
PN	Pangasinan	UB	Turkoman (Incl Turkmen)
PP	Papuan	UC	Tongan (Incl Tumbuka)
PQ	Portuguese-Brazilian	UJ	Uighur
PR	Provençal	UK	Ukrainian
PT	Portuguese-European	UM	Umbundu (Mbundu)
PV	Pushtu-Afghan	UR	Urdu
PW	Pushtu-Peshawari	UX	Uzbek
QA	Oriya	VA	Vai
QS	Ossetic	VC	Vietnamese-Central
QT	Otetela	VN	Vietnamese-Hanoi (Annamese)
QU	Quechua	VQ	Volapuk
RA	Rajasthani	VS	Vietnamese-Saigon
RC	Rhaeto-Romance (Incl Romansh)	VY	Visayan (Bisayan) (Incl Heligaynon, Visayan-Cebuano, Visayan-Heligaynon, & Visayan-Samaran)
RG	Sanskrit	WB	Wendish (Incl Lusatian & Sorbian)
RH	Rhade (Incl E De)		
RM	Romany		
RQ	Romanian (Incl Moldavian)		
RT	Ruthenian		

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<i>Code</i>	<i>Language</i>	<i>Code</i>	<i>Language</i>
WE	Welsh	YC	Yao (China)
WH	Xhosa	YG	Greek-Ancient
WQ	Wolof	YH	Hebrew-Ancient
WS	Wescos	YJ	Yiddish
XB	Avestan (Zend)	YL	Latin
XU	Zulu	YP	Yappese
YA	Yakut	YQ	Yoruba
YB	Yao (Malawi & Mozambique)		

APPENDIX B

FOREIGN LANGUAGE PROFICIENCY LEVELS

B-1. Explanation of functional skills. The following functional skills are taught at all Defense Language Institute (DLI) courses: Listening Comprehension (C), Reading Comprehension (R), Speaking (S), and Writing (W). Only C and R ratings are currently tested in standardized Defense Language Proficiency Tests (DLPT, formerly known as Army Language Proficiency Tests, ALPT), while the S and W ratings are determined at the end of DLI courses by classroom tests.

B-2. Explanation of proficiency levels. *a. Proficiency Levels "1" to "5."* To achieve a specific language proficiency level, a student must meet all the requirements for that level. The requirements are outlined in paragraph B-3. DLI course graduates who reach a given level in some functional skills and a higher level in others may receive a plus (+) added to their overall proficiency rating if the rating is not otherwise broken down into the four functional skills. Minus ratings are not used. For purposes of reporting proficiency on DA Form 330, only the C and R ratings will be entered in item 6; W and S scores and ratings attained at a DLI course, will be entered in the "Remarks" section (Item 7) of DA Form 330.

b. Proficiency Levels "0," "6," and "7." Proficiency level "0" indicates no practical proficiency in the functional skill tested. Scores on the Listening Comprehension (C) or Reading Comprehension (R) portions of a DLPT which are below 16 denote a proficiency level rating of "0" for the functional skill C or R, respectively. If an individual is not a former linguist (para 1-3b), or a subproficient linguist (para 1-3c) a rating of "0" will be entered in personnel qualification records. If the individual is a former or subproficient lin-

guist, he will be identified in accordance with paragraph 2-5b and c. For the purpose of reporting to Headquarters, Department of the Army, the "0" rating will be converted to "6" or "7" for entry into items 6h and 6j of DA Form 330 when former linguists ("6") or subproficient linguists ("7") are being reported (para 2-11 and 2-12).

B-3. Proficiency levels. *a. "1": Elementary proficiency.* (DLI Elementary Proficiency Short Course)

(1) *Vocabulary.* Adequate for routine courtesy and minimum practical needs related to traveling, obtaining food and lodging, giving simple directions, and asking for assistance.

(2) *Grammar and pronunciation.* Errors are frequent and may often cause misunderstanding.

(3) *Fluency.* Adequate for memorized courtesy expressions and common utterances; otherwise lacking.

(4) *Listening comprehension.* Adequate for very simple short sentences in face-to-face situations. May require much repetition and a slow rate of speech. Fails in situations where there is noise or other interference.

(5) *Reading comprehension.* Adequate for street signs, public directions, names on buildings, and elementary lesson material. In languages written by alphabet or syllabary, adequate to spell out unknown words and approximate their pronunciation in order to ask a native speaker the meaning.

b. "2": Limited working proficiency. (DLI Limited Proficiency Short Course)

(1) *Vocabulary.* Adequate for simple so-

cial and routine job needs, such as giving instructions and discussing projects within very familiar subject-matter fields. Word-meanings are often unknown but quickly learned.

(2) *Grammar and pronunciation.* Meaning is accurately expressed in simple sentences. Circumlocution often is needed to avoid complex grammar. Foreign-sounding pronunciation is very noticeable but usually does not interfere with intelligibility.

(3) *Fluency.* Often is impaired by hesitation and groping for words.

(4) *Listening comprehension.* Dependable in face-to-face communication with well-known subject-matter fields and in common social contexts. Sometimes requires rewording or slowing of conversational speed. Incomplete in the presence of noise or other interference. Seldom adequate to follow a conversation between two native speakers.

(5) *Reading comprehension.* Adequate for intermediate lesson material and simple colloquial texts such as children's books. Requires extensive use of dictionary to read short news items. Written material seldom is fully understood without translation.

c. "3": *Minimum professional proficiency.* (DLI Basic Course: Training for MOS 96C, 04B, and 04C)

(1) *Vocabulary.* Adequate for all practical and social conversations and for professional discussions in a known field.

(2) *Grammar and pronunciation.* Full range of basic structures is well understood, and complex structures are used. Mistakes sometimes occur, but the meaning is accurately conveyed. Pronunciation is recognizably foreign, but never interferes with intelligibility.

(3) *Fluency.* Rarely impaired by hesitations. Flow of speech is maintained by circumlocution when necessary. There is no groping for words.

(4) *Listening comprehension.* Adequate to follow radio broadcasts, speeches, conversa-

tions between two educated native speakers in the standard language. Details and regional or dialective forms may be missed, but the general meaning is correctly interpreted.

(5) *Reading comprehension.* Adequate for standard text materials and most technical material in a known professional field; with moderate use of dictionary, adequate for most news items about social, political, economic, and military matters. Information is obtained from written material without translation.

d. "4": *Full professional proficiency.*

(1) *Vocabulary.* Broad, precise, and always appropriate to the subject and the occasion.

(2) *Grammar and pronunciation.* Errors seldom occur, and never interfere with accurate expression of meaning. Slight non-native pronunciation does not interfere with intelligibility.

(3) *Fluency.* Equal to native fluency in known subject fields; always easy for a native speaker to listen to.

(4) *Listening comprehension.* Completely adequate for all educated standard speech in any situation. Undisturbed by noise or interference in moderate amounts. May occasionally have difficulty with colloquial or regional dialect variations.

(5) *Reading comprehension.* Adequate to read easily and with minimal use of dictionaries all styles of the language occurring in books, magazines, and newspapers written for an audience educated to the level of high school graduate. Adequate to read highly technical and abstract material in known professional field.

e. "5": *Native.* (This level of proficiency is not achieved by classroom training.) In all criteria of language proficiency, this individual is completely equal to a native speaker of the language. This level of proficiency is normally achieved by natives who have been educated through the secondary level in indigenous schools.

APPENDIX C

ORAL LANGUAGE PROFICIENCY EVALUATION INTERVIEW

C-1. General. The oral evaluation interview will be conducted for all individuals claiming proficiency in a language for which no written and/or tape recorded language proficiency test is available. The interview is administered only once during the individual's active service career. If the individual claims proficiency in other languages which can be evaluated by testing, he will first be tested in those languages prior to the oral interview. The interview will be conducted under testing conditions similar to those required for the administration of written and/or tape recorded proficiency tests. If the interviewer is not familiar with the language, he will, where available, obtain the assistance of another individual with known ability in the language or a closely related language or dialect. The interviewee's background and experience in the foreign language will be determined prior to the administration of the formal listening and/or reading proficiency phase of the evaluation.

C-2. Evaluation of background and experience. The interviewer will familiarize himself with the directions governing completion of item 7, DA Form 330, in section II, chapter 2. The following general factors determine the rating that will be awarded to the individual:

a. Conversation with a person known to be qualified in the language or dialect claimed. The range of conversation prior to the actual formal valuation phase of the interview may extend from his ability to comprehend and speak like a native linguist (extremely rare) to broken, halting speech. During the conversation, the interviewer should attempt to determine the range of the individual's vocabulary in a variety of common subjects. Technical and military terminology should be avoided unless the individual claims competence in special

fields. The individual's facility in using English and the claimed language interchangeably should be explored.

b. Personal history of foreign residence, and familiarity with the humor, customs, and language variance, idioms and colloquialisms of several areas in which the language primarily used for communication is the language in which proficiency is claimed. Factors to be considered are the individual's age at time of residence, the length of residence, the time elapsed since residence in the foreign country or since he last used the language extensively.

c. Personal history of extended study of a foreign language, supplemented by past or present membership in societies or cultural activities involving oral or written use of the language. Association with a circle of friends speaking and writing the language is included. Factors to be considered are—

(1) The time elapsed since the individual used the language extensively outside the classroom in communicating ideas.

(2) The number of years (quarters, semesters) the individual studied the language in school.

(3) The individual's current interest in the language, as indicated by regular, occasional, or rare reading of books, magazines, or newspapers written in the language; correspondence in the language; listening to language radio programs; and trips back to the country as a student, professional organization member, or institution or organization representative.

d. Actual on-the-job performance in a linguist assignment or capacity, and the highest level of experience attained as a linguist.

C-3. Determination of listening and reading proficiency ratings. *a. Manner of evaluation.* The examiner conducting the interview will be familiar with the subject matter, level of usage, and difficulty of items in written and/or tape recorded language proficiency tests in other languages. This familiarity is required so that the interview may be conducted at approximately the same level of discourse and comprehension measured by standardized language proficiency tests. No "trick" items will be used, nor will the interviewer employ an unusual dialect or intonation which can not be understood by the moderately educated among people familiar with the language. The proficiency evaluation phase will proceed from basic to more difficult items in clearly graduated steps. Time spent on each item question or passage will be governed by commonsense, but in no case will the entire proficiency evaluation phase of the interview exceed an hour.

b. The proficiency rating. The highest rating for both listening and reading proficiency that may be awarded on the basis of an oral evaluation interview is "3." The individual's background and experience in the language (the factors described in para C-2, and those applicable to item 7, DA Form 380) and his ability to comprehend the spoken language and/or to read and translate the language will be the only factors governing the award of the listening or reading proficiency ratings. Even if the individual has a high level of experience and has acquired the language in a manner that would qualify him for a higher rating were he to take a written language proficiency test, only the maximum "3" rating will be reported. Appendix B contains a description of language proficiency levels used to determine each graduation in the rating system.

APPENDIX D

DEFENSE LANGUAGE INSTITUTE NARRATIVE COURSE OBJECTIVES

D-1. Short course (elementary proficiency, level "1"; 10-18 weeks). The main objectives are understanding and speaking the language. The most frequent structural features of the language are introduced together with a vocabulary of approximately 1,000 to 1,250 lexical items. The graduate is expected to understand native speakers, with whom he may be engaged in conversation, in matters of basic needs and social courtesies. The graduate is expected to speak the language with limited accuracy and fluency and to express himself simply; to read common public signs and isolated words and phrases with reasonable ease; and to write words, phrases, and sentences within the range of his limited speaking ability. The average proficiency levels expected to be attained in this course are—

C-1
S-1
R-1
W-1

Note. In the case of nonalphabetic languages, the achievement goals for reading and writing skills will be specifically defined for each language.

D-2. Short course (limited proficiency, level "2"; 18-32 weeks). The main objectives are understanding, speaking, reading, and writing the language with emphasis upon the audio-lingual skills. The most frequent structural features of the language are introduced with a vocabulary of approximately 1,500 to 3,000 lexical items. The graduate is expected to understand most of a conversation with native speakers dealing with basic needs and general social situations. The recognition vocabulary is approximately 1,250 to 2,250 lexical items. The graduate is expected to speak with enough accuracy to express himself adequately on most subjects related to basic needs and general so-

cial situations. He is expected to have an active vocabulary of approximately 750 to 1,500 lexical items. The graduate is expected to read text materials and write anything within the range of his speaking ability. The average proficiency levels expected to be attained in this course are—

C-2
S-2
R-2
W-2

Note. In the case of nonalphabetic languages, the achievement goals for reading and writing skills will be specifically defined for each language.

D-3. Basic course (minimum professional proficiency, level "3"; 24-47 weeks). The main objectives are understanding, speaking, reading, and writing the language, with emphasis upon the audio-lingual skills. Both the primary and the more advanced structural features of the language are introduced together with a vocabulary of approximately 2,000 to 4,000 lexical items to include common military terminology. The graduate is expected to understand native speakers with whom he may be engaged in conversation about military, social, and professional situations. The recognition vocabulary of graduates is approximately 1,500 to 3,000 lexical items. The graduate is expected to speak the language with sufficient accuracy to express himself effectively regarding military, social, and professional situations. His active vocabulary is approximately 1,000 to 2,000 lexical items. The graduate is expected to read nontechnical materials and mission-oriented technical items with minimum use of dictionaries. The graduate is expected to write accurately anything he is able to say in the language, and to differentiate between oral and written forms and structures of the language.

The average proficiency levels expected to be attained in this course are—

C-3

S-3

R-3

W-3

Note. In the case of nonalphabetic languages, the achievement goals for reading and writing skills will be specifically defined for each language.

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: OPOPMM, Department of the Army, Washington, DC 20315.

By Order of the Secretary of the Army:

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

Official:

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

Distribution:

To be distributed in accordance with DA Form 12-9 requirements for AR, Personnel Selection and Classification:

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USAR: C (Qty Rqr Block No. 466).

CHAPTER 2

POLICIES AND PROCEDURES FOR

IDENTIFICATION, EVALUATION, REEVALUATION, AND REPORTING

OF INDIVIDUALS WITH FOREIGN LANGUAGE

APTITUDE OR PROFICIENCY

Section I. GENERAL

2-1. Testing with Defense Language Aptitude Test. *a. General.* The DLAT is a thirty-minute paper-and-pencil test designed to measure the ability of an individual to learn a new language. The DLAT is published in two versions, DLAT-1 (DA Form 6131) and DLAT-2 (DA Form 6132). DLAT-1 will only be used in initial testing of language aptitude; DLAT-2 will be used for all retesting, including retesting subsequent to the first retest. Test components for DLAT-1 and DLAT-2 are listed in DA Pam 310-8.

b. To whom administered. The DLAT will be administered to the individuals identified below.

(1) Officer personnel.

(a) Prior to 31 March 1970, all officers with less than 17 years of active commissioned service will be administered DLAT-1, except those officers whose personnel records already indicate a score for the test. Officers initially entering active commissioned service will be administered DLAT-1 at their first duty station subsequent to completion of their basic branch course.

(b) Individuals failing to attain a qualifying score on the DLAT-1 may be retested using the DLAT-2, but not earlier than 6 months after the date of the first test. For additional guidance on officer retesting, see *c* below.

(2) Enlisted personnel.

(a) Nonprior service personnel enlisting for options which require attendance at a

DLI facility, and who attain a GT aptitude area score of 100 or higher will be administered the DLAT-1 at the AFEES prior to enlistment.

(b) All other Regular Army and AUS enlisted personnel, including Reserve Enlistment Program (REP 63) individuals, who attain a GT aptitude area score of 100 or higher will be administered DLAT-1 at U.S. Army reception stations.

(c) Reserve component personnel who volunteer for and are selected by the appropriate reserve headquarters for DLI course attendance during ACDUTRA will be administered the DLAT-1 by the personnel testing activity servicing their unit prior to the submission of request for school attendance.

(d) Regular Army enlisted personnel on active duty whose DA Forms 20 (Enlisted Qualification Record) do not reflect a DLAT score and who have a GT aptitude area score of 100 or higher, will be interviewed to determine whether they have ever taken the DLAT, and will be administered the DLAT-1 or DLAT-2 in accordance with *a* above.

(e) Regular Army enlisted personnel whose GT aptitude area score has been raised to 100 or higher upon retesting in the Army Classification Battery (ACB) will be administered the DLAT-1.

c. Retesting with the DLAT. Individuals failing to attain the minimum qualifying score of 18 when initially administered the DLAT-1 may be retested with the DLAT-2 after a pe-

riod of not less than 6 months following the date of the initial test. Individuals who attain a score of 18 or higher in the DLAT-1 will not be authorized to retest at any time with the DLAT-2. Individuals attaining a minimum qualifying score of 18 on testing with the DLAT-2 will not be authorized a retest. If an individual fails to attain a minimum qualifying score of 18 on both the DLAT-1 and DLAT-2, he may request retesting with the DLAT-2 1 year after his initial testing with the DLAT-2. Major commanders identified in appendix I, AR 600-200 are authorized to approve requests for retesting with the DLAT-2 after the minimum period of 1 year in accordance with appendix I, AR 600-200. Requests for retesting subsequent to the second DLAT-2 retest will not be authorized.

d. Exceptions.

(1) DLAT will not be administered to personnel whose records indicate successful completion of a DLI course, or whose records indicate that they have been classified as a linguist (listening and/or reading comprehension rating of "1" or higher).

(2) Enlisted personnel who successfully complete special forces training and who do not have a DLAT score on their personnel records will be administered the DLAT-1 upon completion of training. Special forces personnel whose qualification records indicate a non-qualifying DLAT score will be administered a retest with DLAT-2 upon completion of special forces training.

e. Retention of DLAT answer sheets. DLAT answer sheets will be retained by the personnel testing activity for a period of 30 days and then destroyed in accordance with AR 611-5 and AR 340-16.

f. Recording of DLAT scores. DLAT scores will be recorded on individual qualification records as indicated below.

(1) *Officers.* Item 33 (Remarks), DA Form 66: Enter form of test (DLAT-1 or DLAT-2); score attained; and the date the test was administered. Example: DLAT-1, 32, 10 May 69.

(2) *Enlisted.* Item 25 (Test Scores), DA Form 20:

(a) Enter test form number (DLAT-1 or DLAT-2).

(b) Score. Enter score.

(c) Group. Enter "N/A."

(d) Date. Enter the date the test was administered.

g. Reporting of enlisted DLAT scores to Headquarters, Department of the Army. DLAT scores will be reported on all general purpose data cards used in the reporting of enlisted personnel available for assignment. The codes shown below will be used to report DLAT scores in the "Language Code" entries of such cards when the individual is not a linguist. (In the event the individual is a qualified linguist, the language code will be reported.)

<i>DLAT score</i>	<i>Reporting code</i>
45 through 59	AA
33 through 44	BB
25 through 32	CC
18 through 24	DD
14 through 17	FF
10 through 13	GG
0 through 9	HH

2-2. **Identification and evaluation.** *a. General.* Individuals in the active military service who claim to be proficient in a foreign language will be identified and evaluated as soon as possible after their claim of proficiency.

(1) Individuals initially entering active military service will be identified as follows:

(a) Officer personnel will be tested with the appropriate Defense Language Proficiency Test (DLPT) or evaluated by oral language proficiency interview at their first duty station subsequent to completion of their basic branch course.

(b) Enlisted personnel will be tested with the appropriate DLPT or evaluated by oral language proficiency interview during reception station processing.

(2) Individuals in the active military service who study a foreign language at a DLI facility, students in the Foreign Area Specialist Training Program (AR 614-142) who have completed the language study phase of their

(6) Other individuals, at the direction of Headquarters, Department of the Army.

2-4. Preparation and submission of DA Form 330 (Language Proficiency Questionnaire). DA Form 330 will be prepared in triplicate for all officer and enlisted personnel identified and evaluated for language proficiency at the time they initially enter the Active Army, or at any time they attain language proficiency while in the Active Army. DA Form 330 will be prepared for all DLI students prior to departure from the DLI facility, regardless of the degree of language proficiency attained. DA Form 330 will be prepared under the supervision of the Personnel Management Officer or his designated representative at the installation or activity conducting language proficiency evaluation or reevaluation. Detailed instructions for the preparation and submission of DA Form 330 are in section II, this chapter.

a. Active Army personnel. Copy number 1 of the completed DA Form 330 will be sent to Commanding Officer U.S. Army Data Support Command, ATTN: AGRZ-PD, Department of the Army, Washington, DC 20310. Copy number 2 will be retained in the individual's field 201 file as a semipermanent document, and will not be replaced unless a supplemental report changes all the entries to the initial report. Copy number 3 will be forwarded to the Chief of Personnel Operations, ATTN: OPD- (appropriate career branch,) Department of the Army, Washington, DC 20315 (for officers), or ATTN: EPRDR, Department of the Army, Washington, DC 20310 (for enlisted personnel). Copies 1 and 3 will be forwarded not later than 30 days after the evaluation of the individual.

b. ACDUTRA personnel. DA Form 330 will be prepared for all Reserve component linguists upon initial entry on ACDUTRA. All copies of DA Form 330 will be retained in the individual's 201 file unless the individual or his unit is called to active duty for a period of over 180 days.

2-5. Recording language proficiency on individual qualification records. Foreign language

proficiency ratings will be entered on the qualification records of officer and enlisted personnel. This information will be verified from the second copy of the DA Form 330 on file in the individual's Military Personnel Records Jacket U.S. Army (DA Form 201).

a. Linguists. Language proficiency test scores and/or ratings of all qualified linguists, regardless of component, will be entered as indicated below:

(1) *Officers.* Entry in item 32, DA Form 66, as prescribed in AR 611-103.

(2) *Enlisted.* Entry in item 30, DA Form 20, as prescribed in AR 600-200.

b. Former linguists. Officers and enlisted personnel will be reported as former linguists when they are no longer reportable as linguists due to a decrease in listening and reading comprehension rating below a "1" level after reevaluation. The name of the foreign language followed by the words "Former Linguist" and the date of reclassification will be entered in item 32, DA Form 66 for officers, and item 30, DA Form 20 for enlisted personnel.

c. Subproficient linguists. Officer and enlisted personnel will be identified as subproficient linguists upon meeting the criteria of paragraph 1-3c. The name of the foreign language followed by the words "Sub proficient Linguist" will be entered in item 32, DA Form 66 for officers, and item 30, DA Form 20 for enlisted personnel. An additional entry in the "Remarks" section (item 33, DA Form 66; item 42, DA Form 20) will indicate the foreign language studied, the location of the command-sponsored language program, the date completed, the length (in hours), and the individual's class standing, if known.

2-6. Preparation and submission of DA Form 2876 (Report of Change for DA Form 20 and DA Form 66). DA Form 2876 will be prepared and submitted to Headquarters, Department of the Army, for all officer personnel as prescribed in AR 611-103, senior grade enlisted personnel (E-7 through E-9), and all grades of enlisted personnel identified as special categories, intelligence, enlisted aides, and NCO Lo-

gistics Program personnel as identified in figure 3-2, AR 600-200, when—

a. An initial or change entry is made in the foreign language qualification items of the qualification records.

b. The special qualification identifier for "linguist" and/or the foreign language code is added or changed in the enlisted MOS in item 22 (MOS) DA Form 20.

c. An initial or changed DLAT score is reported for item 25 (Other Tests), DA Form 20, or item 33 (Remarks), DA Form 66.

2-7. Reporting the special qualification identifier for linguists. All enlisted personnel whose foreign language proficiency rating for listening and/or reading comprehension is "1" or higher will be awarded a foreign language code as part of the MOS as authorized in AR 611-201 and AR 600-200. Award of the foreign language code will be recorded in item 22, DA Form 20, and will be reported on DA Form 1-1.

2-8. Reporting withdrawal of special qualification identifier for linguists. a. *Linguists qualified in one foreign language.* The language qualification identifier and code will be withdrawn will be reported on DA Form 1-1, re-when, upon reevaluation, language proficiency ratings for both listening and reading comprehension decrease below a "1" level. Withdrawal will be reported on DA Form 1-1, recorded on the individual's qualification record as a "former linguist" entry (2-5b) and reported to Headquarters, Department of the Army, on DA Form 2876.

b. *Multilinguists.* In accordance with AR 600-200, the foreign language code will be withdrawn as a part of the enlisted MOS when language proficiency decreases below "1" in both listening and reading comprehension. The code of the next language in which the individual is most proficient will be awarded. Reports of change will be made on DA Form 1-1 and, for appropriate individuals, on DA Form 2876.

Section II. PREPARATION AND SUBMISSION OF DA FORM 330 (LANGUAGE PROFICIENCY QUESTIONNAIRE)

2-9. General. DA Form 330 (Language Proficiency Questionnaire, RCS OPO-51 (R1)), will be prepared for all linguists from information and subproficient linguists from information on the individual's qualification record, official documents and records indicating attendance at a foreign language course or command sponsored program, information obtained by interview, and results of interview, or written and/or tape recorded language proficiency tests. Preparation, submission, and disposition of DA Form 330 will be accomplished in accordance with paragraph 2-4 and with the instructions in paragraph 2-11 through 2-14.

2-10. Preparation instructions for linguists. DA Form 330 will be typewritten or clearly printed in block letters in black or blue-black ink. Processing activities are encouraged to develop worksheets to expedite the interview of the individual and to simplify the coding of DA Form 330.

a. *Items 1 through 3.* Entries will be transcribed from information contained on the individual's qualification record.

b. *Items 4 and 5.* Check appropriate box.

c. *Items 6 and 6a.* Enter each foreign language in which proficiency is being reported, identifying the language by name and by code as indicated in appendix A to this regulation.

d. *Item 6b (how acquired).* For each language listed, the method of acquisition of proficiency in the language will be entered by the use of the codes indicated in table 2-1. When an individual has acquired his language proficiency by more than one method, a maximum of three "How Acquired" codes may be entered, separated by commas. The code closest to the top of the list in table 2-1 be entered first.

(1) *Item 6g (listening raw score).* Enter the raw score attained in Part I, Listening

Comprehension of the recorded language proficiency test when evaluation is based on such a test.

(2) *Item 6h (listening ("C") rating)*. The listening comprehension rating is determined by the individual's ability to choose a correct English response to match a phrase or question presented in spoken form in the foreign language. The phrase or question may be tape recorded or directed to the individual by an interviewer during the oral interview evaluation. The rating is determined by a combination of the raw score (item 6g) when a recorded language proficiency test is administered, with a numerical code from the "How Acquired" and/or "Highest Level of Experience" items (items 6b and 6d) of DA Form 330. Enter the listening comprehension rating as determined by table 2-4.

(3) *Item 6i (reading raw score)*. Enter the raw score attained in Part II, Reading Comprehension, of the written language proficiency test when evaluation is based on such a test.

(4) *Item 6j (reading ("R") rating)*. Reading comprehension is determined by the individual's ability to convert a response, question, or passage from the foreign language presented in written form to its equivalent answer in English. Enter the reading ability rating as determined by a combination of the raw score (item 6i), when a written language proficiency test is administered with a numerical code from the "How Acquired" and/or "Highest Level of Experience" items (item 6b and 6d) of DA Form 330. Enter the reading ability rating as determined by table 2-5.

e. Items 6c through 6f (experience).

(1) *Item 6d (principal type)*. Both this item and Highest Level of Experience (item 6d) relate to the individual's experience in using the foreign language (together with English) in his performance of civilian or military duties. Such duties need not necessarily be a requirement of his MOS. For example, a tank commander might perform interpreter or translator duties in conjunction with his assignment in an overseas command. When an individual

has performed in more than one capacity, only the code for type of experience, closest to the top of list in table 2-2, will be entered in item 6c.

(2) *Item 6d (highest level of experience)*. Enter the appropriate code in table 2-3 which indicates, for each language in which the individual has had experience, his highest level of experience.

(3) *Item 6e and 6f (most recent linguistic duty)*. Enter the most recent date when the individual performed duty using each language in any type of experience and at any level. Only the year and month will be entered. If the individual is currently performing linguistic duty, enter "8888" across items 6e and 6f. If the individual has never performed linguistic duty, enter "NONE" across items 6e and 6f.

f. Items 6g through 6n (proficiency). Entries for these items will be determined in accordance with tables 2-4 and 2-5. A detailed description of the language proficiency objectives for listening and reading ability are in appendix B.

(5) *Items 6k and 6l (manner of evaluation)*. Enter a checkmark in the appropriate space for each language evaluated.

(6) *Items 6m and 6n (date of evaluation)*. Enter year and month in which a written and/or tape recorded language proficiency test was administered or oral evaluation interview was conducted for each language.

g. Item 7 (remarks). This item will be used to provide space for explanation of "other" entries on DA Form 330 and for additional explanatory information when required.

(1) It will be used to record DLI speaking (S) and writing (W) proficiency levels and scores, when known.

(2) In all cases where copy number 3 is to be submitted to a Headquarters, Department of the Army address for inclusion in the individual's Military Personnel Records Jacket U.S. Army (DA Form 201) the individual's grade and primary MOS (for enlisted) and branch (for officers) will be clearly indicated. Indication of branch is essential for filing the form within the Officer Personnel Director-

ate (OPD); indication of enlisted grade and MOS is essential for filing the form within the Enlisted Personnel Directorate.

h. Item 8. Enter appropriate information to identify the activity processing the individual's personnel records.

i. Item 9. Enter appropriate information for the reporting officer.

j. Item 10. The signature should agree with item 9.

k. Item 11. Enter the date on which the form is completed.

2-11. Preparation instructions for former linguists. Copy number 1 of DA Form 330 reporting a drop in proficiency below the "1" level for individuals formerly qualified as linguists will be forwarded to U.S. Army Data Support Command, ATTN: AGRZ-PD (address indicated in the lower right corner of the form) not later than 30 days after the written and/or tape recorded test showing loss of proficiency was administered. The DA Form 330 will be prepared by the organization to which the individual is assigned or attached for personnel records servicing purposes. Copy number 2 of DA Form 330 reporting a decrease in proficiency below the linguist level will be placed in the individual's Military Personnel Records Jacket in accordance with AR 640-10 and will be removed only when proficiency is regained and reported in subsequent questionnaires. Copy number 3 will be forwarded to Chief of Personnel Operations, ATTN: OPD-(appropriate career branch (for officers) or EPRDR (for enlisted personnel)). The questionnaire reporting a former linguist will contain only the information outlined below. All other items will be left blank.

a. Items 1 through 3. Entries will be transcribed from information contained on the individual's qualification record.

b. Item 4. Check "Supplemental."

c. Item 5. Check the appropriate box.

d. Items 6 and 6a. Enter the name and code of the language in which proficiency has been

lost. Languages in which the individual remains proficient will not be reported.

e. Items 6e and 6f. Enter the most recent date by year and month when the individual performed duty in the language for which proficiency loss is being reported only if this date is later than that indicated for the same language on other DA Forms 330 in the individual's 201 file.

f. Items 6g through 6n. Enter the individual's written and/or tape recorded language proficiency test score(s) in the appropriate spaces. The score(s) must be below 16. Enter the numeral "6" in listening and/or reading comprehension (items 6h and 6j). "Manner of Evaluation" must be checked under "Test." Year and month of evaluation will be entered.

g. Items 7 through 11. These entries will be completed as for linguists.

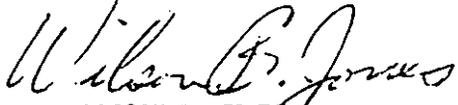
2-12. Preparation instructions for subproficient linguists. Subproficient linguists are defined in paragraph 1-3c. Reporting instructions applicable for linguists will be applied for subproficient linguists. The individuals will be identified with the rating of "7" for listening and/or reading comprehension (items 6h and 6j). Detailed entries concerning the individual's experience with the language and explanatory remarks describing the course of instruction must be as complete as possible.

a. Items 1 through 3. Entries will be transcribed from information contained on the individual's qualification record.

b. Items 4 and 5. Check appropriate boxes.

c. Items 6a through 6f. Complete as for linguists.

d. Items 6g through 6n. Enter the numeral "7" in listening and/or reading comprehension. In the event the individual has been tested at the completion of his course, the language proficiency test score (which must be below 16) will be entered in the appropriate item. Year and month of the test will be entered. The appropriate box under "Manner of Evaluation"

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
AMTCL-COMG-AIT-C Jones, Wilson B., 000-00-0001	Application for Defense Language Institute Training
TO CO, AIT Com Gp Co, USATC Ft Lewis, WA 98433	FROM SFC Wilson B. Jones 000-00-0001, AIT Com Gp Co, USATC, Ft Lewis, WA 98433
	DATE 6 January 00 CMT 1
<p>1. Under the provisions of Chapter 3, AR 611-6, and DA Circular 350-64, Language Training for Enlisted Personnel, 30 December 1968, I volunteer for language training at the Defense Language Institute.</p> <p>2. The following information is submitted:</p> <ul style="list-style-type: none"> a. Highest Education Level: 14 years. b. DLAT-1 Score: 47. c. Language Spoken: Portugese-Brazilian, C-3, R-3, 13 April 00. d. Security Clearance: Secret Final, 12 July 00. e. PMOS: 71L4H93; SMOS: 95B4L93; 71L4H93 (Operations NCO). f. Rank: SFC. g. Physical Profile: 11111 (A). h. ETS: 4 September 00. i. Geographical Area of Assignment Preferred: Spanish: Latin America Italian: Europe German: Europe j. GT Aptitude Area Score: 119. k. Languages to be Studied: <ul style="list-style-type: none"> (1) Spanish-Latin American 01SS24C0269 <u>or</u> 01SS2400369 (2) Italian 01IT24W0269 (3) German 01GM32C0369 <p>3. If this request is approved, I will reenlist or amend my current enlistment if necessary to meet the minimum months remaining service requirement indicated in paragraph 3-3d, AR 611-6, prior to departure for training.</p> <p>4. In the event I am not chosen for training in either my PMOS or SMOS, and instead receive training as an Interpreter-Translator (MOS 04B) or Expert Linguist (04C), I agree to accept lateral appointment to Specialist Seven (SP7) under the provisions of paragraph 7-11, AR 600-200.</p> <p>5. I further understand that upon completion of language training, I will be subject to world-wide assignment in accordance with the needs of the Army.</p> <p>6. Training in any language is acceptable if one of the three preferred languages indicated in paragraph 2k above is not available.</p>	
<p>1 Incl Medical Certificate</p>	 WILSON B. JONES 000-00-0001, SFC AIT Com Gp Co, USATC

DA FORM 2496
1 FEB 62REPLACES DD FORM 96, EXISTING SUPPLIES OF WHICH WILL BE
ISSUED AND USED UNTIL 1 FEB 63 UNLESS SOONER EXHAUSTED.

GPO : 1968 O - 382-000

CURRENT AND PROJECTED ENLISTED LINGUIST REQUIREMENTS For use of this form, see AR 611-6; the proponent agency is the Office of Personnel Operations.															REPORTS CONTROL SYMBOL OPD-22 (R3)																																	
TO: (Include Zip Code) Chief of Personnel Operations ATTN: EPRDR Department of the Army Washington, D. C. 20310					FROM: (Include Zip Code) Commanding General USCONARC Ft. Monroe, Va. 23351					TOP or TDA No.					AS OF DATE 31 Mar 68																																	
															PAGE NO 1		NO. OF PAGES 7																															
LANGUAGE NAME & CODE	S DIGIT MOS	Course Objective	Proficiency Objective	CURRENT AUTHORIZED & ACCOUNTABLE STRENGTH						REPT PD	PROJECTED AUTHORIZATION AND RETAINABLE STRENGTH (RS)																																					
				E9	E8	E7	E6	E5	E4		E3-E1	TOT	As of 30 Sep						As of 31 Dec						As of 31 Mar						As of 30 Jun																	
													E9	E8	E7	E6	E5	E4	E3-E1	TOT	E9	E8	E7	E6	E5	E4	E3-E1	TOT	E9	E8	E7	E6	E5	E4	E3-E1	TOT	E9	E8	E7	E6	E5	E4	E3-E1	TOT				
Arabic Egyptian (04)	71L4H	3	53-R3	Auth			7	9					16	1st yr Auth			7	9							16			7	9							16			7	9					16			
				Acct			5	7							12	1st yr RS			5	7							12			5	6							11			5	5				10		
																	2nd yr Auth			7	9							16			7	9							16			7	9				16	
																	2nd yr RS			4	5							9			3	5							8			3	3				6	
																	3rd yr Auth			7	9							16			7	9							16			7	9				16	
																	3rd yr RS			2	3							5			2	1							2			0	1				1	
German (29)	04B2L	3	54-R3	Auth				11	13	17			41	1st yr Auth				11	13	17					41			8	11	15							34			8	11	15				34		
				Acct				17	13	19				43	1st yr RS				11	13	19					43			10	13	16							39			9	13	16				34	
																	2nd yr Auth			8	11	15					34			8	11	15						34			8	11	15				34	
																	2nd yr RS			8	10	15					33			6	6	14						26			6	5	11				22	
																	3rd yr Auth			8	11	15					34			8	11	15						34			8	11	15				34	
																	3rd yr RS			4	4	8					16			2	4	5						11			1	3	3				7	
Spanish European (68)	11H4S	2	52-R2	Auth			2	2	3	3			10	1st yr Auth			2	2	3	3					10			2	2	3	3						10			2	2	3	3			10		
				Acct			1	1	1	1				6	1st yr RS			1	0	3	1					5			1	0	3	1					4			1	0	2	1			4		
																	2nd yr Auth			2	2	3	3					10			2	2	3	3					10			2	2	3	3			10
																	2nd yr RS			1	0	2	1					4			0	0	1	1					2			0	0	1	0			1
																	3rd yr Auth			2	2	3	3					10			2	2	3	3					10			2	2	3	3			10
																	3rd yr RS			0	0	1	0					1			0	0	0	0					0			0	0	0	0			0

Figure 4-9

DA Form 1238-R, 1 Jul 69

Replaces DA Form 1238-R, 1 Mar 68, which is obsolete.

(Paper size, 14" x 8 1/2"; Image size 13 2/10" x 7 4/6")

APPENDIX A

LANGUAGE CODES

<i>Language</i>	<i>Code</i>	<i>Language</i>	<i>Code</i>
Afrikaans	01	Latvian	49
Albanian	02	Lithuanian	50
Amharic	03	Malayan	51
Arabic, Egyptian	04	Marathi	52
Arabic, Iraqi	05	Moldavian	53
Arabic, Saudi	06	Mongolian	54
Arabic, Syrian	07	Norwegian	55
Arabic, Mahgrebi (Western)	08	Panjabi (Punjabi)	56
Armenian	09	Pashtu (Pushtu)	57
Azerbaijani	10	Persian	58
Basque	11	Polish	59
Bengali	12	Polynesian	60
Berber	13	Portugese, European	61
Bulgarian	14	Romanian	62
Burmese	15	Russian	63
Cambodian	16	Serbo-Croatian	64
Chinese, Amoy	17	Singhalese	65
Chinese, Cantonese	18	Slovak	66
Chinese, Fuchow	19	Slovenian	67
Chinese, Mandarin	20	Spanish, European	68
Chinese, Wu	21	Swahili	69
Czech	22	Swedish	70
Danish	23	Tagalog	71
Dutch	24	Tamil	72
Estonian	25	Thai	73
Finnish	26	Tibetan	74
French	27	Turki, Eastern	75
Georgian	28	Turkish	76
German	29	Turkoman	77
Greek, Modern	30	Ukranian	78
Gujarati	31	Uzbek	79
Hebrew, Modern	32	Vietnamese, Hanoi	80
Hindustani, Hindi	33	Visayan	81
Hindustani, Urdu	34	White Russian (Belorussian)	82
Hungarian	35	Yiddish	83
Icelandic	36	Khmer	84
Ilogano	37	Somali	85
Indonesian	38	Tadzhiki (Tajiki)	86
Italian	39	Hausa	87
Japanese	40	Flemish	88
Kikongo	41	Lingala	89
Karen	42	Malagasy	90
Kashmiri	43	Haitian-Creole	91
Kazakh	44	Spanish, Latin American	92
Kirghiz	45	Portugese, Brazilian	93
Korean	46	Vietnamese, Saigon	94
Kurdish	47	Kiruanda	95
Laotian	48		

<i>Language</i>	<i>Code</i>	<i>Language</i>	<i>Code</i>
Nepalese	96	Tigrinya	98
Kirundi (Rundi)	97	Maltese	99