

CHANGE }  
No. 3 }

HEADQUARTERS  
DEPARTMENT OF THE ARMY  
WASHINGTON, D.C., 24 March 1969

PERSONNEL PROCUREMENT  
REGULAR ARMY ENLISTMENT PROGRAM  
Effective 1 June 1969

AR 601-210, 1 May 1968, is changed as follows:

1. Changed material is indicated by a star.
2. This change updates the regulation to incorporate additional enlistment option and minor policy changes regarding enlistment criteria.
3. Remove old pages and insert revised or new pages as indicated below:

	<i>Remove pages</i>	<i>Insert pages</i>
iii and iv		iii and iv
2-1 through 2-6		2-1 through 2-6
2-8.1		2-8.1
2-13 through 2-16		2-13 through 2-16.1
3-3 and 3-4		3-3 and 3-4
3-7		3-7
4-1 through 4-4		4-1 through 4-4
4-11 and 4-12		4-11 and 4-12
4-15 and 4-16		4-15 and 4-16
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4-23 through 4-26		4-23 through 4-26
5-2.1		5-2.1
5-5 through 5-10		5-5 through 5-10
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5-41 and 5-42		5-41 and 5-42
5-45 through 5-48		5-45 through 5-48
6-1 and 6-2		6-1 and 6-2
6-5 and 6-6		6-5 and 6-6

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

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

By Order of the Secretary of the Army:

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*General, United States Army,*  
*Chief of Staff.*

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Rqr Block No. 441).

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## CHAPTER 2

BASIC QUALIFICATIONS FOR ENLISTMENT IN THE  
REGULAR ARMY

## Section I. BASIC ELIGIBILITY CRITERIA

**2-1. Basic eligibility criteria for nonprior service applicants.** Male and female applicants for Regular Army enlistment without prior service must meet basic eligibility criteria as indicated in table 2-1.

*Table 2-1. Basic Eligibility Criteria for Persons With No Prior Service*

Item	Criteria	Male applicant must—	Female applicant must—	Notes
a	AGE	Be not less than 17 years of age and not have reached 35th birthday.	Be not less than 18 years of age and not have reached 35th birthday.	(1) DD Form 373 required for men less than 18, and women less than 21 years of age (para 4-8). (2) Waivers not considered.
b	CITIZENSHIP	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	(1) Be a citizen of the United States, or (2) Be an alien who has been lawfully admitted to the United States for permanent residence.	(1) For verification of citizenship status, see para 4-9. (2) Waivers not considered.
c	MENTAL REQUIREMENTS.	(1) Attain a minimum score of 19 on the Enlistment Screening Test (EST) if applying at an Army recruiting station. (2) Achieve qualifying scores on the Armed Forces Qualification Test (AFQT) and/or the Army Qualification Battery (AQB) as follows: (a) AFQT 31 or above, or (b) AFQT 16-30 and a high school graduate, or (c) AFQT 16-30 and score 90 or above in 2 aptitude areas of the AQB.	(1) Attain a qualifying raw score on the Women's Enlistment Screening Test (WEST) as indicated below if applying at an Army recruiting station: WEST-3: 8 or above WEST-4: 9 or above (2) Achieve a minimum qualifying raw score on the Armed Forces Women's Selection Test (AFWST) as follows: AFWST-5: 30 or above AFWST-6: 34 or above (3) Achieve minimum scores of 90 or above on the General Technical (GT) Aptitude Area and at least one other aptitude area of the WACB.	(1) For administration of tests and retests, see section III, chapter 4. (2) Waivers not considered.

Table 2-1. Basic Eligibility Criteria for Persons With No Prior Service—Continued

Item	Criteria	Male applicant must—	Female applicant must—	Notes
d	EDUCATION	(1) Meet educational requirements of specific option for which enlisting. (2) Be encouraged to complete high school before enlisting.	(1) Possess a certificate of graduation from high school, or (2) Present evidence that she has successfully completed the high school level General Education Development (GED) Test.	(1) Applicants requiring administration of the GED Test will be advised to communicate with the Department of Education of the appropriate state. (2) Waivers not considered.
e	MEDICAL	(1) Meet procurement medical fitness standards prescribed in chapter 2, AR 40-501 and/or (2) Meet any additional requirements prescribed for the specific option for which enlisting.	(1) Meet procurement medical fitness standards prescribed in chapter 2, AR 40-501 except that minimum medical fitness standards will be those identified by a physical profile serial of 11122 1, and (2) Meet any additional requirements prescribed for the specific option for which enlisting.	★(1) When in the opinion of the AFEES medical examining officer, an exception to medical standard is appropriate, waiver may be considered for male applicants only. (2) See section II, chapter 3.
f	MARITAL STATUS	Immaterial	Not be married. Widowed, divorced, and legally separated women are not considered married.	Waivers not considered.
g	DEPENDENTS.	Have only one dependent unless eligible for 2-year enlistment.	Have no dependents. See also restrictions of line R, table 2-6.	(1) In exceptionally meritorious cases, waiver of this criterion for male personnel may be considered. (2) See section II, chapter 8.
h	MORAL AND OTHER ADMINISTRATIVE CRITERIA. See tables 2-4, 2-5, 2-6, and 2-7.			

★2-2. Basic eligibility criteria for former members of another Armed Force. Male and female applicants for Regular Army enlistment with prior service only in another Armed Force must meet basic eligibility criteria prescribed in table 2-1 as modified by table 2-2.

Table 2-2. Basic Eligibility Criteria for Persons With Prior Service Only in Another Armed Force

Item	Criteria	Male applicant must—	Female applicant must—	Notes
a	EDUCATION	Meet requirements for specific option for which enlisting.	(1) Possess a certificate of graduation from high school, or	Waivers not considered.

Table 2-2. Basic Eligibility Criteria for Persons With Prior Service Only Another Armed Force—Continued

Item	Criteria	Male applicant must—	Female applicant must—	Notes
b	DEPENDENTS.	(1) Not have more than 2 dependents if eligible for pay grade E-1 through E-3 upon enlistment. (2) Upon enlistment, be eligible for appointment to pay grade E-4 through E-9 to be exempt from dependency restrictions.	(2) Present evidence that she has successfully completed the High School Level General Education Development (GED) Test.  (1) Not have more than 2 dependents if eligible for pay grade E-1 through E-3 upon enlistment provided all such dependents are 18 years of age or older.  (2) Upon enlistment, be eligible for appointment to pay grade E-4 through E-9 to be exempt from dependency restrictions provided all dependents are 18 years of age or older.	(1) In exceptionally meritorious cases, waiver of this criterion may be considered.  (2) See section II, chapter 3.
★c	MENTAL REQUIREMENTS.	Same as for prior Army service applicants (see item C, table 2-3).	Same as for prior Army service applicants (see item C, table 2-3).	(1) For administration of tests and retests, see section III, chapter 4.  (2) Waivers not considered.
d	MORAL AND OTHER ADMINISTRATIVE CRITERIA. See tables 2-4, 2-5, 2-6, and 2-7.			
e	PRIOR SERVICE CLEAR-ANCE.	Not be enlisted without prior approval from the Chief, Enlistment Eligibility Activity.	Not be enlisted without prior approval from the Chief, Enlistment Eligibility Activity.	See section VIII, chapter 4.

2-3. Basic eligibility criteria for prior Army service applicants. Male and female applicants for Regular Army enlistment with prior Army service must meet basic eligibility criteria prescribed in table 2-3.

Table 2-3. Basic Eligibility Criteria for Persons With Prior Army Service

Item	Criteria	Male applicant must—	Female applicant must—	Notes
a	AGE	(1) Be not less than 17 years of age and not have reached 35th birthday, or (2) If 35 years of age or older and less than 55 years of age, qualify as follows: (a) Have a minimum of 3 years honorable active service in any of the	(1) Be not less than 18 years of age and not have reached 35th birthday, or— (2) If 35 years of age or older and less than 55 years of age, qualify as follows: (a) Have a minimum of 3 years honorable active	(1) DD Form 373 required for men less than 18, and women less than 21 years of age. See paragraph 4-8.  (2) For age waivers, See section II, chapter 3.

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Table 2-3. Basic Eligibility Criteria for Persons With Prior Army Service—Continued

Item	Criteria	Male applicant must—	Female applicant must—	Notes
		Armed Forces, at least 3 months of which must have been served in the Army, and	service in any of the Armed Forces, at least 3 months of which must have been served in the Army, and	
	(b) Be an age that is no greater than 35 plus the number of years of prior honorable active Federal service completed.	(b) Be an age that is no greater than 35 plus the number of years of prior honorable active Federal service completed. Count only honorable active Federal service since 14 May 1942.		
	(3) Be considered exempt from above age requirements if he can qualify for retirement by age 60 and if he is not age 55 or older with 20 or more years of active Federal service provided he is in one of the following categories:	(3) Be considered exempt from above age requirements if she can qualify for retirement by age 60 and if she is not age 55 or older with 20 or more years of active Federal service provided she is in one of the following categories:		
	(a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty who enlists within 6 months from date of separation from active duty.	(a) A non-Regular Army commissioned or warrant officer honorably relieved from active duty who enlists within 6 months from date of separation from active duty.		
	(b) An enlisted man last separated from the Regular Army with an honorable or general discharge who enlists within 3 months from date of separation.	(b) An enlisted woman last separated from the Regular Army with an honorable or general discharge who enlists within 3 months from date of separation.		
b CITIZENSHIP	(1) Be a citizen of the United States, or	(1) Be a citizen of the United States, or		
	(2) Be an alien who has been lawfully admitted to the United States for permanent residence.	(2) Be an alien who has been lawfully admitted to the United States for permanent residence.		
c MENTAL REQUIREMENTS.	(1) Attain scores of 90 or above or any three or more aptitude areas of the ACB or AQB, or	(1) Attain minimum raw score of 30 or above on AFWST-5 or 34 or above on AFWST-6, and		
	(2) Qualify for exemption from above requirement because he:	(2) Attain scores of 90 or above on 2 or more aptitude areas of the WACB or ACB.		
	(a) Has been awarded the Medal of Honor, or			
	(b) Has been awarded the Distinguished Service			
				(1) Test scores recorded on DA Form 1811 will be utilized in lieu of administering EST, AFQT, ACB, AQB, WEST, AFWST, or WACB, provided enlistment is accomplished within
				Waivers not considered.

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Table 2-3. Basic Eligibility Criteria for Persons With Prior Army Service—Continued

Item	Criteria	Male applicant must—	Female applicant must—	Notes
		Cross, Navy Cross, or Silver Star Medal and has not completed 20 years of active Federal Service, or (c) Is a partially disabled combat-wounded veteran who has not completed 20 years of active Federal service.		1 year of separation date recorded on DA Form 1811. (2) For administration of tests and re-tests, see section III, chapter 4. (3) Waivers not considered.
d EDUCATION	Meet educational requirements of specific option.		(1) Have completed a minimum of 2 years of high school, or (2) Present evidence that she has successfully completed the high school level GED Test.	Waivers not considered.
e MEDICAL		(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501 provided enlistment is accomplished within 90 days of separation from the Army. (2) Meet procurement medical fitness standards prescribed in chapter 2, AR 40-501, if enlistment is accomplished more than 90 days from date last separated from the Army. (3) Meet any additional requirements prescribed for the specific option for which enlisting. (4) If removed from the Temporary Disability Retired List (TDRL) qualify as indicated in section XI, chapter 4. (5) If a partially disabled combat-wounded veteran, qualify as indicated in section X, chapter 4.	(1) Meet retention medical fitness standards prescribed in chapter 3, AR 40-501 provided enlistment is accomplished within 90 days of separation from the Army. (2) Meet procurement medical fitness standards prescribed in chapter 2, AR 40-501 if enlistment is accomplished more than 90 days from date last separated from the Army. (3) Meet any additional requirements prescribed for the specific option for which enlisting. (4) If removed from the Temporary Disability Retired List (TDRL), qualify as indicated in section XI, chapter 4. (5) If a partially disabled combat-wounded veteran, qualify as indicated in section X, chapter 4.	(1) If enlistment is accomplished within 90 days of last separation from the Army, medical fitness data recorded on DA Form 1811 <i>may</i> be used in lieu of administration of a medical examination. See section IV, chapter 4. (2) For waiver of medical requirements, see section II, chapter 3.
★f MARITAL STATUS.	Immaterial		Immaterial. Reference item 45, table 2-7.	
g DEPENDENTS		(1) Not have more than 2 dependents if eligible for pay grades E-1 through E-3 upon enlistment.	(1) Not have more than 2 dependents if eligible for pay grade E-1 through E-3 upon enlistment provided all such dependents are 18 years of age or older.	(1) In exceptionally meritorious cases, waiver of this criterion may be considered.

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Table 2-3. Basic Eligibility Criteria for Persons With Prior Army Service—Continued

Item	Criteria	Male applicant must—	Female applicant must—	Notes
		(2) Upon enlistment, be eligible for appointment to pay grade E-4 through E-9 to be exempt from dependency restrictions.	(2) Upon enlistment, be eligible for appointment to pay grade E-4 through E-9 to be exempt from dependency restrictions provided all dependents are 18 years of age or older.	(2) See section II, chapter 3.
h PRIOR SERVICE CLEARANCE.	Not be enlisted without prior approval from the Chief, Enlistment Eligibility Activity, if last period of service was with another Armed Force.	Not be enlisted without prior approval from the Chief, Enlistment Eligibility Activity, if last period of service was with another Armed Force.		See section VIII, chapter 4.
i MORAL AND OTHER ADMINISTRATIVE CRITERIA. See tables 2-4, 2-5, 2-6, and 2-7.				

*Note.* A former enlisted member of the Regular Army who was last separated from active service as an Army commissioned or warrant officer with an honorable discharge or by relief from active duty for a purpose other than to await appellate review of a sentence including dismissal or dishonorable discharge is exempt from the requirements of this table provided he applies for enlistment within 6 months following his separation from active duty in an officer status. Such persons are reenlisted in the Regular Army without regard to age, length of service, number of dependents, mental qualification, or any physical disqualification incurred or having its inception while on active duty, and without regard to the existence of a vacancy in the appropriate grade.

## Section II. WAIVABLE AND NONWAIVABLE DISQUALIFICATIONS

**2-4. Waivable moral and administrative disqualifications applicable to women only.** Waivers are required to permit the Regular Army enlistment of women, with or without prior service, to whom the disqualifications listed in table 2-4 below apply. For other waivable disqualifications pertaining to women with prior service (table 2-5). For nonwaivable disqualifications pertaining to all applicants (tables 2-6 and 2-7).

Table 2-4. Waivable Moral and Administrative Disqualifications Applicable to Women Only

Line	Disqualification
A	Initial civil court conviction or initial adverse juvenile adjudication for three minor traffic violations within the 18-month period preceding enlistment and four or more minor traffic offenses regardless of elapsed time. (For prior service women, only those offenses occurring during and/or subsequent to last period of active service are considered dis-

*Line* *Disqualification*  
qualifying except that offenses not previously revealed, regardless of date of commission, are also disqualifying.)

B Initial civil conviction or initial adverse juvenile adjudication for commission of a juvenile or youthful offense other than minor traffic offense.

*Note 1.* For the purpose of determining eligibility for Regular Army enlistment, a juvenile or youthful offense is defined as an offense committed by the applicant when she was below the age at which she could enlist in the Army without parental consent. For women applicants for Regular Army enlistment, offenses committed while below the age of 21 are considered juvenile or youthful offenses, regardless of disposition by civil authorities.

*Note 2.* Women applicants subject to civil restraint which consists solely of "unconditional suspended sentence" or "unsupervised unconditional probation" are not barred from waiver consideration under this paragraph and table. See paragraph 8-8a(5) for definitions of quoted terms.

Table 2-5. *Waivable Moral and Administrative Disqualifications*—Continued

Line		N	N	P	P
		P S M	P S F	S M	S F
		1	2	3	4
W	Applicants who have entered a plea of guilty or nolo contendere which was accepted by the court, regardless of subsequent proceedings in the same case to permit the dismissal of the charge, based on absence of subsequent law violations, or evidence of rehabilitation, or satisfactory completion of a period of probation or supervision.	X	X	X	X
★X	Applicants previously discharged from an armed service by reason of physical disability as a result of findings by a physical evaluation board who were not entitled to severance pay and who provide medical evidence indicating that successful remedial treatment has corrected the medical conditions or physical defects which caused the physical disability discharge.			X	X



**2-7. Nonwaivable disqualifying separations.** In addition to the disqualifications listed in table 2-6, persons who were last separated from any Armed Force or its Reserve components under the authorities, or for the reasons shown, or

whose separation documents contain disqualifying Reenlistment Eligibility Codes or entries listed, are ineligible to enlist in the Regular Army, and waivers will not be requested.

★Table 2-7. Nonwaivable Disqualifying Separations

Item	Previously separated from the United States Air Force
1	AFR 35-6, 21 May 1951: Paragraphs 21d, g, h, i, j, k, m, or n.
2	AFR 35-6, 3 February 1953: Paragraphs 20d, g, h, i, j, k, l, m, or n.
3	AFR 35-62.
4	AFR 35-66.
5	AFR 39-15, 19 April 1951: Paragraph 6 or 7.
6	AFR 39-15, 22 November 1954: Paragraph 5 or 6.
7	AFR 39-15, 17 March 1957 Section C and D.
8	AFR 39-16.
9	AFR 39-17.
10	AFR 39-18.
11	AFR 39-21.
12	AFR 39-22.
13	AFR 39-23.
14	AFR 39-19 (prior to 21 Dec 51).
15	AFR 39-11, 20 March 1952: Section III or IV.
16	AFR 39-11, 17 March 1959: Section III or IV.
17	AFR 45-43: Paragraphs 11, 16, 18, 20, 21, 22, 23, 24, 25, 26, 27, or 28.
18	Chapter 9, AFM 39-4.
<b>NOTATIONS:</b>	
19	Paragraph 2, AFR 39-14, 2 May 1951, and Letter AFPDC, Headquarters, USAF, 10 August 1951, Subject: Disposition of Enlisted Personnel.
20	Paragraph 11, SR 615-105-1/AFR 39-9, 6 September 1950, applies.
21	Paragraph 13, AFR 39-9, 3 December 1951, applies.
22	Paragraph 2, AFR 39-14, 18 May 1955, and Message AFPMP 31817, 9 December 1955 applies.
23	Paragraph 19, AFM 39-9 applies.
24	Paragraph 36, AFM 39-9 applies.
25	Paragraph 2, AFR 39-14, and paragraph 2a, Message AFPMP 969/56, SDN 703.
26	Enlistment subject to the approval of the Secretary of the Air Force.
27	AFR 39-16 and Ltr, DAF, 1 December 1955, as amended, Discharge of Unproductive Airman.
28	Paragraph 11, AFM 39-9 applies.

**REENLISTMENT ELIGIBILITY CODES:**

- 29 RE-4.  
30 RE-15.

Item	Reason	Last separated from the—			
		Army	Navy <sup>1</sup>	Marine Corps <sup>2</sup>	Coast Guard <sup>3</sup>
31	Physically disqualified upon order to active duty.	AR 135-300	ART C-10305, BuPers Man.	Paragraph 13261.1f or .1g, MCPM and BuMed Inst 1910.2c or Bu Med Inst 1910.2d.	ART 12-B-9.
32	Military Personnel Security Program.	AR 604-10, AR 615-370.	ART C- 10310A, BuPers Man	Paragraph 13269, MCPM.	ART 12-B-11.

See footnote at end of table.

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Table 2-7. Nonwaivable Disqualifying Separations—Continued

Item	Reason	Last separated from the—			
		Army	Navy <sup>1</sup>	Marine Corps <sup>2</sup>	Coast Guard <sup>3</sup>
33	Physical disability with entitlement to receive disability severance pay. <sup>4</sup>	Paragraph 5c(1), AR 635-40A or paragraph 5-8e(3) AR 635-40.	ART C-10305, BuPers Man.	Paragraph 13260, MCPM.	ART 12-B-9.
34	Released from EAD by reason of physical disability . . . and revert to inactive status for the purpose of retirement under the provisions of Title 10, U.S.C., Sections 1331-1337, in lieu of discharge with entitlement to receive disability severance pay. <sup>5</sup>	Paragraph 5c(2), AR 635-40A or AR 635-40.		do	None.
35	Physical disability resulting from intentional . . . misconduct or willful neglect or incurred during period of unauthorized absence. Not entitled to severance pay.	Paragraph 6, AR 635-40A or paragraph 5-8e(5), AR 635-40.	ART C-10305, BuPers Man.	do	ART 12-B-9.
36	Conscientious objector	AR 635-20	ART C—10306 (1) (f), BuPers Man.	Paragraph 13261.1A, MCPM and WCO 1306.16A.	ART 12-B-6.
37	Physical disability—EPTS —established by medical board and individual made application for discharge by reason of physical disability (not entitled to receive disability severance pay).	Paragraph 33, AR 635-40A, or chapter 9, AR 635-40.	ART C-10306, or 10305 Bu-Pers Man.	Paragraph 13260, MCPM and Bu-Med Inst 1910.2c, or BuMed Inst 1910.2d.	ART 12-B-9.
38	Discharge as a result of board action (class II homosexual).	AR 635-89	ART C—10811(2) (e), BuPers Man.	Paragraph 13266.2a (2) or (3), MCPM.	ART 12-B-12.
39	Acceptance of discharge (class II homosexual).	AR 635-89	do	do	do
40	Desertion (courts-martial)		ART C-10814, Bupers Man.	Paragraph 13268, MCPM.	ART 12-B-15.
41	Other than desertion (courts-martial).		do	do	do
42	Alien without legal residence in the United States.	Paragraph 3a(3), AR 635-205 or paragraphs 5-6, AR 635-200.	ART C-10306 (1)(v), Bu-Pers Man.	Paragraph 13327 and 13261.1a, MCPM.	ART 12-B-6.
43	Homosexual tendencies	AR 635-209 or AR 635-212.	ART C-10810 (2)(g), Bu-Pers Man.	Paragraph 13265.1f, MCPM.	ART 12-B-10.

Table 2-7. Nonwaivable Disqualifying Separations—Continued

Item	Reason	Last separated from the—			
		Army	Navy <sup>1</sup>	Marine Corps <sup>2</sup>	Coast Guard <sup>3</sup>
44	Marriage (women last separated from the Regular Army under cited regulation are ineligible to re-enlist until a period of 1 year has elapsed from date of separation).	AR 685-210 or section II, chapter 8, AR 685-200.	ART C-10306(3) BuPers Man.	Paragraph 18261.8a, MCPM.	ART 12-B-6.
45	Parenthood -----	AR 685-210, section IV, chapter 8, AR 685-200.	ART C-10306 (2)(a), Bu-Pers Man.	Paragraph 18261.1c, MCPM.	
46	Pregnancy -----	AR 685-210, section III, chapter 8, AR 685-200.	ART C-10306 (2)(b), Bu-Pers Man.	Paragraph 18261.3b, MCPM.	
47	Permanently retired by reason of physical disability except for personnel qualifying as combat wounded personnel under section X, chapter 4.	Title 10, U.S. Code, Sec. 1201 or 1204.	ART C-14202, BuPers Man.	(FMCR) MCPM and 10 U.S.C. 6830, paragraph 18400, MCPM and 10 U.S.C. 68620.	ART. None Ref. Indiv Commandant (PE). Ltr of Auth.
48	Retirement after 20 but less than 30 years' active Federal service.	Title 10, U.S. Code, Sec. 3914.	ART H-31806, BuPers Man.		
49	Retirement after 30 years' active Federal service.	Title 10, U.S. Code, Sec. 3917.	ART C-14301, BuPers Man.	Paragraph 18400, MCPM.	
50	Retirement in lieu of discharge under AR 685-89 (homosexuality).	Title 10, U.S. Code, Sec. 3914.			
51	Reenlistment Eligibility Codes. (See AR 685-5 for U.S. Army Codes. See notes 4, 5, and 6 below, respectively, for U.S. Navy, U.S. Marine Corps and U.S. Air Force Codes.)	RE-4 ----- RE-4A until qualification under item b, table 2-3 is attained.	RE-4 ----- Persons discharged during the period 1 August 1947 through 9 February 1967 whose last report of separation does not contain the remark "Recommended for Reenlistment unless applicant submits official statement from former service that omission was through administrative error."	RE-4 ----- Persons discharged during the period 30 April 1954 through 5 December 1966 whose last report of separation does not contain the remark "Recommended for Reenlistment unless applicant submits official statement from former service that omission was through administrative error."	

See footnote at end of table.

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Table 2-7. Nonwaivable Disqualifying Separations—Continued

Item	Reason	Last separated from the—			
		Army	Navy <sup>1</sup>	Marine Corps <sup>2</sup>	Coast Guard <sup>3</sup>
52	Women last separated from the Army under provisions of cited regulations.	AR 615-364, AR 635-204; or chapter 11, AR 635-200; AR 615-366 or AR 635-206; paragraphs 4a and b, 5 or 6, AR 615-367, AR 635-220; or chapter 9, AR 635-200; AR 615-368 or AR 635-208; and AR 615-369 or AR 635-209; AR 635-212; and chapter 10, AR 635-200.			

<sup>1</sup> Bureau Personnel Manual, U.S. Navy.<sup>2</sup> Marine Corps Personnel Manual and Bureau of Medical Instructions.<sup>3</sup> U.S. Coast Guard Personnel Manual.

\* U.S. Navy Reenlistment Codes.

RE-1 Recommended for reenlistment

RE-2 Recommended for reenlistment but ineligible because of status:

Fleet Reservist Retired (except for transfer to TDRL) Commissioned Officer, Warrant Officer, Midshipman, Cadet

RE-3 Recommended for Reenlistment except for disqualifying factor. Add letter to indicate factor as follows:

RE-3A Alien

RE-3A Marriage to alien not eligible for entry into U.S.

RE-3B Parenthood

RE-3B Pregnancy

RE-3C Conscientious objector

RE-3D Demonstrated dependency or hardship not meeting criteria specified in BuPers Manual, art. C-10308.

RE-3E Erroneous induction

RE-3E Erroneous enlistment

RE-3G Condition (not physical disability) interfering with performance of duty.

RE-3H Hardship

RE-3K Disenrolled from Naval Academy, not considered qualified for enlisted status.

RE-3M Marriage

RE-3N Importance to national health, safety or interest.

RE-3P Physical disability (includes discharge and transfer to TDRL).

RE-3P Obesity

RE-3P Motion sickness

RE-3P Disqualified for officer candidate training (not PQ for appointment as officer in the naval service).

RE-3S Sole surviving son

RE-3T Overheight

RE-3U Minority

RH-4 Not recommended for reenlistment

\* U.S. Marine Corps Reenlistment Codes

RE-1 Recommended for reenlistment.

RE-2 Recommended for reenlistment, but ineligible. This will be used for members whose status would make them ineligible for reenlistment e.g., Fleet Marine Corps Reservist, Retired (except for disability), commissioned officer (permanent), etc.

RE-3 Recommended for reenlistment upon removal of disqualifying factor. This code will be followed by a letter that indicates the factor involved, as follows:

RE-3H Hardship-Dependency

RE-3P Physical

RE-3U Underage

RE-3R Rank Reappointment Restriction

RE-3S Sole Surviving Son

RE-4 Not recommended for reenlistment

\* U.S. Air Force Reenlistment Codes (incomplete listing—codes being revised).

RE-10 Eligible

RE-12 Eligible

RE-13 Eligible

RE-14 Eligible

RE-15 Ineligible, no waivers authorized

RE-20 Not recommended for reenlistment, waiver required

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★ An individual properly removed from TDRL whose physical condition has stabilized to the point that he meets the criteria for retention on active duty UP AR

635-40 may be considered for a waiver of his physical disqualification provided he waives his entitlement to disability retirement or severance pay.

### Section III. ENLISTMENT PERIODS AND GRADES

**2-8. Authorized enlistment periods.** Enlistments in the Regular Army are authorized for periods of 2, 3, 4, 5, or 6 years. The enlistment period selected is at the option of the applicant except as otherwise prescribed in the table 2-8.

*Table 2-8. Authorized Enlistment Periods*

L i n e	Category of personnel	Enlistment periods				
		2	3	4	5	6
A	Women who have had no prior Regular Army enlisted service	X	X	X	X	X
B	Men and women with or without prior service	—	X	X	X	X
C	Men without prior service who are registered with Selective Service; are between the ages of 18 years, 6 months and 26 years of age; have not been ordered to report for induction; and, who enlist for Regular Army Enlistment Option.	X	—	—	—	—
D	Men and women without prior service who are authorized to enlist for an option or special program requiring a specific enlistment period.*	X	X	X	X	X
E	Persons, except for Medal of Honor Winners, who are granted a waiver for time lost or for a civil court conviction or adverse juvenile adjudication for other than minor traffic offenses. Waiver of this restriction may be considered by the Office of Personnel Operations.	—	X	—	—	—
F	Persons having less than 6 years remaining until completion of 20 years of active Federal service at age 55 or over, or until reaching age 55 with 20 or more years active Federal service completed, are restricted to an authorized enlistment period which can be completed on or as soon as possible after such status is attained.	—	X	X	X	X
G	Persons eligible for retirement who are age 55 or over and who have been granted a waiver authorizing enlistment.	—	X	—	—	—

\*Prior service personnel enlisting for a special program or option may enlist for a minimum of 3 years only (10 U.S. Code 3256).

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

Line	Disqualification	Approval authority	Documentation required
8	Last separated from any of the Armed Forces on the basis of being a sole surviving son.	OPO	<ol style="list-style-type: none"> <li>1. DA Form 3072-1.</li> <li>2. A statement, signed by the applicant, requesting that the sole surviving son designation be withdrawn and acknowledgement of availability for worldwide assignment including assignment to a combat zone and that the applicant fully understands that future requests for separation or for establishment of assignment limitations as a sole surviving son will not be honored.</li> </ol>
9	Previous discharge with other disqualification.	OPO	<ol style="list-style-type: none"> <li>1. DA Form 3072-1.</li> <li>2. Letters of recommendation from at least 3 reputable citizens, excluding personal friends and relatives, of the community attesting to the individual's standing in the community after completion of last period of military service. DD Form 370 will not be used for this purpose.</li> <li>3. Requests for waiver may not be submitted until a 2-year period has elapsed since discharge or unconditional release from confinement, probation, or parole, whichever is later.</li> </ol>

**3-6. Documentation of other waiver requests.** When no specific procedure for a waiver of a particular disqualification or other provision has been prescribed in this regulation, personnel who do not otherwise qualify for enlistment may be recommended by the recruiting main

station commander under the provisions of this paragraph.

a. Requests for waiver under the provisions of this paragraph will be submitted to the Office of Personnel Operations.

b. All requests must be fully justified.

### Section III. CIVIL OFFENSES

**3-7. General.** Waivers may be granted in meritorious cases to applicants who have initial civil court convictions or initial adverse juvenile adjudications. Notwithstanding the specific provisions for waiver processing prescribed by this section, all personnel sharing in the responsibility for enlistment processing will insure that the acceptance of any applicant for whom waiver action under the provisions of this section is required is clearly consistent with the best interests of the U.S. Army.

a. In any case where doubt exists because the applicant's record of behavior raises a serious question as to his fitness for service, the enlistment action will be held in abeyance until a de-

termination of the applicant's acceptability has been made. The case, with appropriate documentation, will be forwarded through channels to that headquarters which feels competent to render a decision in the case.

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

**3-8. Requirements for waiver processing.** Although all offenses must be listed on DA Form 3286 (Statements For Enlistment) (Part II, Statement of Law Violations and Previous

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Conditions) (chap 6), waiver processing is required only for those offenses resulting in initial civil convictions or initial adverse juvenile adjudications. A waiver is not required on the basis of an arrest or questioning not resulting in preferral of charges, or when charges are dismissed without determination of guilt.

a. To insure equitable treatment for all persons applying for enlistment in the Regular Army notwithstanding the wide variance among the statutes of the several states from which they may apply for enlistment, the following rules are furnished for the guidance of those responsible for waiver processing.

(1) *Expunging of the record.* In some states, there are procedures established for a subsequent "expunging of the record," or dismissal of charges, or pardon, upon evidence of rehabilitation of the offender, and such action has the effect of extinguishing the initial "conviction" or "adverse juvenile adjudication," so that under state law, the applicant has no record of conviction or adverse juvenile adjudication. Notwithstanding the legal effect of this action, a waiver to authorize the Regular Army enlistment of such an applicant is required.

(2) *Juvenile and youthful offenses.* For the purpose of determining eligibility for Regular Army enlistment, a juvenile or youthful offense is defined as an offense committed by the applicant when he was below the age at which he could enlist in the Regular Army without parental consent. For male applicants, offenses committed while below the age of 18 are considered juvenile or youthful offenses, regardless of disposition by civil authorities. For female applicants, offenses committed while below the age of 21 are considered juvenile or youthful offenses, regardless of disposition by civil authorities.

(3) *Initial civil court conviction.* This term will be construed to mean the determination of guilty by a court (or a jury), based either on the merits of the case, or on the defendant's plea of guilty or *nolo contendere*.

(a) Regardless of whether sentence was then imposed, withheld, or suspended; and

(b) Regardless of subsequent proceed-

ings in the case to delete an initial determination of guilt from court records, based on evidence of rehabilitation or completion of a satisfactory probationary period. Examples of such "subsequent proceedings" used throughout the United States in adult offender cases are—pardon, expungement, reopening of the case to change the original finding of guilty, or *nolo contendere*, to not guilty and dismiss the charge; amnesty; setting aside of conviction. Such subsequent proceedings merely recognize rehabilitation and do not alter the fact that the offender committed the criminal act.

(4) *Adverse juvenile adjudication.*

(a) This term will be construed to mean that the determination by the judge or a jury in juvenile court proceedings that the juvenile is guilty of, or that he committed, the acts alleged in the petition or complaint, based either on the merits of the case or on the juvenile's admission of guilt, or plea of guilty, and the recording of such determination in the court records.

1. Regardless of whether sentence was then imposed, withheld, or suspended, and

2. Regardless of subsequent proceedings in the same case to delete an initial determination of guilt from court records, based on evidence of rehabilitation or a satisfactory period of probation or supervision. Examples of such "subsequent proceedings" used in juvenile courts in the United States are: expungement; record sealing; reopening the case to change the original finding of guilty or delinquency, or the plea of guilty or admission of the truth of the allegations in the petition, to not guilty and dismissal of the original petition; setting aside the adjudication of delinquency. Such subsequent proceedings merely recognize rehabilitation and do not alter the fact that the juvenile committed the act for which he was adjudicated.

(b) The term "adverse juvenile adjudication" includes adjudication as a juvenile delinquent, wayward minor, youthful offender, delinquent child, and juvenile offender, and declaration of the juvenile as a ward of the court. The term does not include the adjudication of a juvenile as "dependent, neglected, or abandoned."

(1) Under no circumstances will any attempt be made to secure from appropriate civil authorities the release or termination of restraint in any form of applicant who would otherwise be eligible for enlistment.

(2) An enlistment will not be effected until a reasonable period, as defined in table 3-2, has elapsed since the individual's release from confinement.

*f. Provisions on confidentiality of information.* All information received from judicial authorities and probation officers, all character, police and employment references, or any other documents reflecting upon the character of an applicant are confidential in nature. Their source and contents will be treated accordingly and will not be made available to any person outside the recruiting service. It is incumbent upon recruiters to refrain from divulging the nature or source of any adverse rating to prevent reflections on institutions, officials, or others who have made objective ratings.

**★3-12. Forwarding of waiver requests.** *a. DA Form 2981 (Requests for Moral Waivers) with*

necessary supporting documents of cases which are recommended for approval by a commander and which are beyond his approval authority, will be forwarded to the next higher commander for consideration.

*b. Each Recruiting District commander (or major oversea commander) will appoint a board of commissioned officers, at least one of whom will be field grade, to review all requests for moral waivers forwarded for their consideration and to make recommendations thereon.*

*c. Only the commander or, in his absence, the second in command will approve and sign waivers. The second in command or, in his absence, the adjutant or assistant adjutant, may sign disapprovals or forward recommendations of approval for further consideration of requests for waivers, except that adjutants or assistant adjutants are not authorized to sign for commanders in cases involving an adult felony. This authority will not be further delegated.*

*d. Cases requiring OPO approval will be forwarded through command channels.*

*Table 3-3. Waiver Approval Authorities—Civil Offenses*

<i>Line</i>	<i>Offense</i>	<i>Category of personnel</i>	<i>Waiver authority</i>
1	Minor traffic offenses (table 2-5A) .....	a. All women b. All men	a. CO, recruiting district. b. CO, recruiting main station.
2	Juvenile offenses other than minor traffic	All women	OPO.
3	Minor nontraffic offenses (table 2-5B) ..	All men	CO, recruiting district.
4	Other (not minor) misdemeanors (table 2-5C).	All men	CO, recruiting district.
5	Felony offenses (table 2-5D) .....	a. By male juveniles b. By male adults	a. CG, USAREC. b. OPO.
6	Civil restraint consisting of "unconditional suspended sentence" or "unsupervised unconditional probation."	a. All men b. All women	The approval authority indicated in lines 1-5 for the specific offense involved.

## CHAPTER 4

### PROCESSING OF APPLICANTS

#### Section I. GENERAL INFORMATION

**4-1. Purpose.** Applicant processing is designed to serve a threefold purpose. Its primary purpose is to insure that all applicants accepted for enlistment in the regular Army possess the required qualifications. Its secondary purpose is to insure the accurate preparation of records and reports which document establishment of the applicant's military status and which, therefore, may be a matter of major importance during the individual's military service, upon his return to civilian life, and even after his death. Lastly, applicant processing is designed to effect a smooth transition from civilian to military life for those persons accepted for enlistment and to provide such advice and assistance as may be appropriate to those applicants who are rejected. Applicant processing is generally an individual's personal introduction to the Army and to the Army way of doing things. If this initial contact is one in which courtesy, tact, efficiency and integrity prevail, the applicant has reason to believe that his decision to enlist in the Regular Army is a wise one.

**4-2. Processing elements.** Processing generally consists of a preliminary determination of qualifications; administration of mental and medical examinations, administration of oath of enlistment; disposition after enlistment; and preparation of records and reports. During all phases of applicant processing, particular care will be taken to prevent erroneous and fraudulent enlistments. An applicant will be

rejected when it is clearly established that he does not meet the criteria for enlistment.

**4-3. Processing responsibilities.** The responsibility for completion of applicant processing is shared by the United States Army Recruiting Service and Armed Forces Examining and Entrance Stations.

*a. AFEES.* AFEES responsibilities with respect to the processing of applicants and enlistees are as prescribed in AR 601-270 and in this regulation.

*b. U.S. Army Recruiting Service.* The U.S. Army Recruiting Service is responsible for—

(1) Determining the final acceptability of applicants for enlistment.

(2) To the extent feasible, processing to determine tentative acceptance of an applicant at the recruiting station prior to forwarding to the AFEES.

(3) Financing, for applicants and enlistees, transportation to and from the AFEES, and meals and lodging to and from and while at the AFEES.

(4) Coordinating meal and lodging arrangements with the AFEES.

**4-4. Processing phases.** Processing for all applicants can generally be considered to consist of four phases as indicated in the following table. Additional processing required for special category applicants is covered in other sections of this chapter.

★Table 4-1. Applicant Processing Phases

Phase	Responsible agency	Action required
A	Recruiting station	<ol style="list-style-type: none"> <li>1. Conduct initial interview to make preliminary determination of eligibility.</li> <li>2. Administer enlistment screening test when required.</li> <li>3. Initiate waiver requests when required.</li> </ol>

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★Table 4-1. Applicant Processing Phases—Continued

Phase	Responsible agency	Action required
		4. Obtain a letter of release from applicant's high school in accordance with AR 601-212 when applicant is a current year dropout.
		5. Obtain a DD Form 373 (Consent, Declaration of Parent or Legal Guardian) on each applicant who is a current year dropout or still enrolled in a secondary school, regardless of age of applicant.
		6. Obtain police clearance. DD Form 369 (Police Record Check) will be utilized for this purpose.
		7. Verify age.
		8. Obtain parental consent when required because of age.
		9. Obtain parental consent to the medical examination of applicant when required because of age.
		10. Verify prior service.
		11. Obtain clearance from the Chief, EEA, for the enlistment of a former member of another service. Such clearance will be obtained after the applicant has been determined acceptable by preprocessing at AFEES.
		12. Verify citizenship.
		13. Verify Social Security Account Number or initiation of request for SSAN, when appropriate.
		14. Advise rejected applicants of reemployment rights.
		15. Advise applicant on procedure for obtaining GED Test, if required.
		16. Obtain from appropriate local boards, SF 88, SF 89, DD Form 98, and other pertinent documents for registrants previously found qualified for military service and who make application for enlistment and authorize local boards to release these documents.
		17. Advise applicants who have intentions of applying for dependency claims or basic allowance for quarters to have in their possession when they arrive in reception stations the following documents to substantiate claim(s): <ul style="list-style-type: none"> <li>a. For lawful wife or legitimate child under 21 years of age—original, certified copy or photostat of a certified copy of marriage certificate, child's birth certificate, or a public or church record of marriage issued over the signature and seal of the custodian of the church or public records.</li> <li>b. For legally adopted child—certified court order of adoption.</li> <li>c. For child of divorced service member (i.e., child in custody of person other than claimant)—certified or photostatic copies of receipts from custodian of child evidencing serviceman's contributions for support, and divorce decree, court support order, or separation order.</li> <li>d. For dependent parent—affidavits establishing that dependency.</li> </ul>
		18. Furnish transportation to appropriate AFEES and round trip transportation for those individuals who are preprocessed for enlistment at a later date.
		19. Initiate and/or forward to the AFEES, as appropriate, the following records and reports: <ul style="list-style-type: none"> <li>a. Work copy of DD Form 4 (Enlistment Contract—Armed Forces of the United States).</li> <li>b. Work copy of DA Form 41 (Record of Emergency Data).</li> <li>c. Work copy of DD Form 398 (Statement of Personal History).</li> <li>d. DD Form 214 (Armed Forces of the United States Report of Transfer or Discharge) or other proof of prior service, if applicable.</li> <li>e. DA Form 1811 (Physical and Mental Status on Release from Active Service), if applicable.</li> <li>f. Test scores achieved on enlistment screening tests.</li> <li>g. Birth certificate, DD Form 372 (Application for Verification of Birth) or other verification of birth.</li> <li>h. DD Form 373 (Consent, Declaration of Parent or Legal Guardian) if applicable.</li> </ul>

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★Table 4-1. Applicant Processing Phases—Continued

Phase	Responsible agency	Action required
		<ul style="list-style-type: none"> <li>i. Original copies of enlistment authorizations, grade authorizations, approved waivers, and reports of investigation, if applicable. (These documents will be securely fastened to the original copy of the enlistment contract at the AFEES.)</li> <li>j. DD Form 369 (Police Record Check).</li> <li>k. Statements for enlistment.</li> </ul>
B AFEES		<ul style="list-style-type: none"> <li>1. Orient applicants on processing to be accomplished at the AFEES.</li> <li>2. Administer mental tests, except for prior service personnel presenting a valid DA Form 1811. Validity period of DA Form 1811 is 1 year from date of separation for that portion pertaining to mental status.</li> <li>3. Administer medical examinations, except for prior service personnel presenting valid DA Form 1811. Validity period of DA Form 1811 is 3 months from date of separation for that portion pertaining to physical status.</li> <li>4. Complete DD Form 98 (Armed Forces Security Questionnaire).</li> <li>5. Prepare DA Form 766 (AFEES Letter of Qualification for Enlistment) in accordance with AR 601-270.</li> <li>6. Advise applicants of reemployment rights.</li> <li>7. Forward medically and mentally qualified applicants to the Army Career Counselor for final counseling and interview prior to enlistment. The following records will be made available to the counselor for this purpose: <ul style="list-style-type: none"> <li>a. SF 88.</li> <li>b. SF 89.</li> <li>c. DA Form 766.</li> <li>d. DA Form 6022.</li> <li>e. DD Form 98.</li> <li>f. Any other documents or records relative to a final determination of acceptability.</li> </ul> </li> <li>8. Forward rejected applicants to Army Career Counselor for exit interview.</li> </ul>
C ARMY CAREER COUNSELOR.		<ul style="list-style-type: none"> <li>1. Verify applicant's eligibility for enlistment.</li> <li>2. Final and thorough counseling of applicant to completely eliminate any misunderstanding of enlistment promises.</li> <li>3. Determine that applicant is qualified for original option selected, or if appropriate, alternate option, and that Statements for Enlistment accurately reflect enlistment commitments.</li> <li>4. Notify parents prior to enlistment when an alternate option is selected by an applicant who requires parental consent to enlist.</li> <li>5. Counsel applicants who failed to meet specific qualifications for option for which applying and advising of other available options.</li> <li>6. Complete final processing of requests for waiver.</li> <li>7. Notify recruiter concerned of the results of medical and mental tests and any other pertinent information on all preprocessed applicants.</li> <li>8. Complete 1st indorsement of DA Form 766 (AFEES Letter of Qualification for Enlistment) in accordance with AR 601-270.</li> <li>9. Return applicants found acceptable for enlistment to the AFEES for final administrative processing and enlistment.</li> <li>10. Interview rejected applicants and advise them to return to the recruiter for further counseling.</li> </ul>
D AFEES PROCESS- ING SECTION.		<ul style="list-style-type: none"> <li>1. Complete preparation and disposition of any required forms and records (see chapter 5 and AR 601-270).</li> <li>2. Administer oath of enlistment.</li> <li>3. Signature of oath of enlistment.</li> <li>4. Transportation arrangements.</li> <li>5. Forward individuals and records to proper station or return of those rejected to point of tentative acceptance.</li> </ul>

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## Section II. PRELIMINARY DETERMINATION OF QUALIFICATIONS

**4-5. General.** The primary purpose of this phase of processing is to establish and/or verify basic items of personnel information. It is essentially a process of verifying the applicant's identity and making a tentative determination of his eligibility for military service.

**4-6. Verification of age.** The age of all applicants will be verified from evidence submitted by the applicant or from official records.

a. Applicants will be required to present birth certificates or statements from the State Registrar of Vital Statistics, or other similar State official, or must have such information recorded in official records. When the applicant cannot produce satisfactory conclusive proof of his correct date of birth, the DD Form 372 (Application for Verification of Birth for Official U.S. Armed Forces Use Only) will be prepared and forwarded to the appropriate addressee indicated on the reverse of the form.

b. When the age of an applicant cannot be verified by a birth certificate and the State Registrar of Vital Statistics, or other similar official, indicates that there is *no record* of birth of the individual, the applicant will be required to submit one of the following types of substantiating data regarding age in the sequence shown (all documents submitted by applicants will be originals or notarized copies):

(1) Baptismal record or certified copy.

(2) Sworn statement of one or both parents or legal guardian supported by—

(a) Notarized copy of the school record from the first school attended, showing date of birth or age at attendance, or

(b) Certificates from the physician in attendance at birth.

**4-7. Name in which enlisted.** Ordinarily, applicants will be enlisted in the name reflected in a birth, baptismal, citizenship, or naturalization certificate, or court order authorizing a change of name. An individual may be enlisted, at his request, in the name by which he is known in his community, provided the assumption of that name was not for fraudulent purposes (e.g., to conceal a criminal record, to evade capture by police authorities, to obtain monetary gain).

a. Applicants desiring to be enlisted in a name as indicated above will be required to complete DA Form 3284-R (Applicant's Statement of Name Change) (image size 7 by 9 4/6 inches) which will be locally reproduced on 8 by 10 1/2 inch paper (fig. 4-1). The signatures of two individuals who can attest to the truth of the applicant's statement must be affixed to the statement below the applicant's signature. It is preferable that the witnesses include his natural parents, stepparents, or legal guardian. However, in appropriate cases, the witnesses may include reliable members of the community, such as school officials, ministers, close relatives, and neighbors.

b. In appropriate cases, the DD Form 369 Police Record Check should be accomplished reflecting both the name as recorded on one of the official documents indicated above, and the name assumed by the individual.

c. A copy of DA Form 3284-R will be attached to each copy of the individual's DD Form 4.

**4-8. Parental consent.** Men who have not yet reached their 18th birthday and women who have not yet reached their 21st birthday at the time of enlistment must obtain the written consent of their parents or legal guardian. Enlistment is not authorized if either parent objects. The DD Form 373 (Consent, Declaration of Parent or Legal Guardian) will be utilized for the purpose of obtaining written consent. If an applicant has neither parents or guardian, a statement to that effect will be entered in the remarks item of the enlistment contract (DD Form 4). After parental consent is obtained for an individual to enlist, the period of enlistment shown on DD Form 373 will not be changed. If the applicant selected an option which requires a longer period of enlistment than that which is shown on the consent

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

Figure 4-4—Continued.

### Section III. ADMINISTRATION OF MENTAL EXAMINATIONS

**4-14. Recording and use of test scores.** Personnel administering tests and recording test scores will be cautioned to exercise the utmost care in computing and recording of test designations and scores, and aptitude area scores. The form of the test administered, the score attained (raw score for EST, WEST, AFWST; percentile score for AFQT; aptitude area scores for the AQB or WACB), and the date administered will be recorded by personnel of the station administering the test for each individual tested. Disposition of these records and of scored test answer sheets will be effected in accordance with AR 345-210 and AR 601-270. Testing materials will be requisitioned in accordance with AR 611-5 and other current directives by test control officers appointed by the commanding officer of each U.S. Army Recruiting Main Station and Armed Forces Examining and Entrance Station.

**4-15. Screening tests.** All applicants initially applying for enlistment at a recruiting station, except those who possess a valid DA Form 1811, processed by OCS selection teams, qualified under the high school testing program, or previously qualified at AFEES for any reason will be administered an appropriate screening test. The security provisions of AR 601-270 are applicable to screening tests administered by recruiting stations. Applicants who fail to attain a passing score on these tests will not be further processed. Retesting with the alternate form of the test may be accomplished only after a minimum lapse of 30 days. More than two retests within any 12-month period are not authorized. Screening tests to be administered at recruiting stations in accordance with referenced manuals are—

*a. Male applicants.* Enlistment Screening Test (EST-3 or EST-4) in accordance with DA Pam 611-60.

*b. Female applicants.* Women's Enlistment Screening Test (WEST-3 or WEST-4) in accordance with DA Pam 611-47.

**★4-16. Armed Forces Qualification Test and the Armed Forces Women's Selection Test (AFQT and AFWST).** Each eligible applicant, except those presenting a valid DA Form 1811 will be administered the AFQT (AFWST for women). Since there is no requirement for *prior service* male applicants to attain a qualifying score on the AFQT, the test will be administered to those applicants *solely* for the purpose of determining aptitude area scores in conjunction with the AQB. These tests will be administered within Armed Forces Examining and Entrance Stations (AFEES) as prescribed in AR 601-270, except for persons enlisting in overseas areas where an AFEES station has not been established and for female applicants as indicated in *b* below. Applicants failing to qualify on the AFQT or AFWST will not be enlisted.

*a. The AFQT will be administered in accordance with DA Pam 611-10.*

*b. The AFWST-5 and -6 will be administered in accordance with DA Pam 611-49. AFWST may be administered outside the AFEES at recruiting facilities designated by CG, USAREC, by WAC recruiting personnel. Answer sheets will be scored by AFEES Mental Testing Personnel (AR 601-270). Test materials will be safeguarded in accordance with AR 611-5.*

**4-17. Army Qualification Battery (AQB).** Male applicants for whom the Army Qualification Battery is required by this regulation, or under separate directives, will be administered the AQB within the AFEES and in accordance with DA Pam 611-14. The Army Radio Code Aptitude Test (ARC-1) will be administered only to those applicants who are enlisting for an option requiring a prescribed score on the Radio Code Aptitude Area. AQB aptitude area scores will be computed and recorded on DA Form 6022 (Army Qualification Battery, AQB-Scoring Work Sheet). DA Form 6022

b. Prior service applicant with a valid DA Form 1811. A prior service applicant who presents a valid DA Form 1811 may be retested one time only with the AQB or WACB under the following conditions:

(1) The applicant desires to enlist for a specific option which requires a higher aptitude area score than that recorded on DA Form 1811.

(2) The applicant desires to enlist for a specific option and has "None" recorded in the appropriate aptitude area on DA Form 1811. Aptitude area scores recorded for Aptitude Area CO-A and CO-B will be substituted for Aptitude Areas IN and AE when "None" has been recorded for these two areas.

c. Prior service applicants without a valid DA Form 1811. All prior service applicants who cannot present a valid DA Form 1811 will be tested with the AFQT or AFWST, and the AQB or WACB, as appropriate, at an AFEES. They will be tested notwithstanding that they may have been previously tested prior to entering their last period of active service. They

will be tested one time only unless further retesting is authorized by Headquarters, Department of the Army.

★d. When a prior service applicant qualifies on the basis of the retest, a DA Form 6022 or DA Form 6040, as appropriate, will be prepared and forwarded with the DA Form 1811 to the reception station, or first duty station, if applicable. The following notation will be entered in the DA Form 1811 under "Mental Status" and on DA Form 6022 or DA Form 6040, as appropriate, "Retested (date) on AQB (WACB) in accordance with paragraph 4-20, AR 601-210." A prior service applicant who fails to qualify on the basis of the retest may be enlisted for any option for which he can qualify on the basis of scores recorded on the DA Form 1811. For such applicants who are retested with the AQB or WACB but who are enlisted on the basis of aptitude scores recorded on the DA Form 1811, only the DA Form 1811 will be forwarded to the reception station or first duty station, as appropriate.

#### Section IV. ADMINISTRATION OF MEDICAL EXAMINATIONS

★4-21. General. Consent of parent(s) or guardian(s) is required prior to any medical examination of male applicants under 18 years of age and female applicants under 21 years of age. Persons under the minimum age for enlistment will not be medically examined, except that women preprocessing under the Army Service School Enlistment Option may be examined after age 17½ with parental consent. Except as provided in this paragraph, medical examinations of the scope prescribed in AR 40-501 are required for all persons enlisting.

4-22. Medical examinations. Medical examinations conducted at Armed Forces Examining and Entrance Stations for applicants for enlistment will be governed by AR 601-270. In applicable cases, action will be initiated to obtain any required waivers under the provisions of AR 40-501 and this regulation. When a medical examination is administered, the Standard Form 88 (Report of Medical Examination) and the Standard Form 89 (Report of

Medical History) will be prepared for all personnel, including medically disqualified applicants. The SF 89 is prepared in the individual's own handwriting. These forms will be attached to the original and duplicate copies of the enlistment contract. For additional requirements for females, see paragraph 4-36c.

★4-23. Use of DA Form 1811. When an applicant enlists after a break in service that does not exceed 3 months, the DA Form 1811 may be used in lieu of a medical examination, provided there has been no change in the individual's physical condition since separation, no new diseases or injuries have been acquired, and the individual signs a statement to that effect. If an exception is noted a complete medical examination will be accomplished, and appropriate forms will be attached to the DD Form 4 as indicated above. When utilized, the DA Form 1811 will be attached to the original and duplicate copies of the enlistment contract in lieu of the Standard Form 88 and Standard Form 89.

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## Section V. ADMINISTRATION OF OATH OF ENLISTMENT AND RELATED MATTERS

**4-24. Orientation prior to administration of oath.** Prior to administering the oath of enlistment, the enlisting officer will thoroughly explain the provisions of Article 83, the Uniform Code of Military Justice, to the applicant. Its significance with respect to the applicant's answers to questions recorded on enlistment forms will be revealed to the applicant, emphasizing that all statements made by the applicant thereon must be correct. (See also the orientation required by para 6-10.)

*a.* The applicant will be informed that anything against the record which may be a bar to enlistment should be disclosed before the oath is administered, and that if disclosure is made at this time the worst that can happen will be rejection for enlistment.

*b.* The applicant will also be warned that his fingerprints will be forwarded to the Federal Bureau of Investigation, checked against the files of that organization, and even though he may conceal a criminal or juvenile record or prior service at the time of enlistment, such record will be discovered later and he will be subject to trial, by courts-martial for fraudulent enlistment, or in lieu of trial, he may be given an undesirable discharge.

**4-25. Administration of oath of enlistment.** The oath of enlistment will be administered by a commissioned officer. Suitable arrangements will be made to insure that the oath is administered in a dignified manner and in appropriate surroundings. The flag of the United States will be displayed prominently near the individual administering the oath. The words "So

help me God" may be omitted for those persons who desire to affirm rather than to swear to the oath.

**4-26. Actions required after administration of oath.** *a. Selective Service forms.* Immediately after the oath of enlistment is administered, each male enlistee will be required to surrender his Registration Certificate (SSS Form 2) and his Notice of Classification (SSS Form 110) to the enlisting officer who will immediately destroy these forms.

*b. UCMJ.* Subsequent to enlistment, the substance of Articles 85 and 86, the Uniformed Code of Military Justice, will be explained to all enlistees.

**4-27. Date of enlistment antedating enlistments.** Except as indicated below, the date of enlistment is the date upon which the oath of enlistment is administered, and it must be shown on the enlistment record above the signature of the officer who administered the oath.

*a.* No enlistment will be antedated without prior approval of The Adjutant General. When enlistment in the Regular Army of an individual is delayed through no fault of his own, but for the convenience of the Government, and it appears that he has a well-founded claim to have a prior date recorded as the date of enlistment, a full report of all the facts, with recommendations will be made to the Commanding Officer, U.S. Army Services Support Center, Fort Benjamin Harrison, Ind. 46249.

*b.* Under no circumstances will an enlistment be postdated.

## Section VI. MOVEMENT OF PERSONNEL

**4-28. General.** Transportation and subsistence will be furnished to applicants only when they have been tentatively accepted for enlistment, or when recalled for enlistment after their names are reached on a waiting list.

*a.* Return transportation and subsistence from Armed Forces Examining and Entrance Stations to the point of initial acceptance will be furnished to rejected applicants and those acceptable applicants who cannot be enlisted

initiated and distributed (by airmail, if warranted).

(1) DD Form 369 (Police Records Check): As prescribed in paragraph 4-11.

(2) DA Form 524 (Request for Report From Mental Hospitals) will be prepared and forwarded for each State in which the applicant has resided for the last 5 years as indicated in Item 26, DA Form 2280. When recruiting personnel have been advised by state officials that this service will not be performed, a statement to this effect will be included in the file, in lieu of DA Form 524. If a form is not returned within 30 days from any state which furnishes the service, the applicant may be enlisted without the DA Form 524, if otherwise qualified.

(3) DD Form 370 (Request for Report From (Employer) (School) (Personal Reference)) will be sent to—

(a) All employers indicated on the DA Form 2280 except that present employer will not be contacted if such action would jeopardize the applicant's job. If the applicant has not been employed, additional references will be obtained from persons prominent in the community who are acquainted with the applicant, such as educators, ministers, doctors, lawyers, and so forth.

(b) High school principal and/or counselor plus an official of all schools attended since high school, to include the Dean of Women or other official if the applicant attended college.

(c) Three character references which must be from responsible adult members of the community, such as an additional reference listed in (a) above.

b. Upon receipt of all reports and other pertinent data, the complete case file will be forwarded to the WAC Recruiting Officer (or WAC noncommissioned officer, if a commissioned officer is not available) for screening and administration of the AFWST by WAC Recruiting Personnel, if applicable, to determine the applicant's tentative acceptability. If it appears that the applicant meets required standards for enlistment, she will be notified to report to the AFEES for further processing.

c. Applicants who upon testing are found to be mentally qualified will be medically examined. To be acceptable for enlistment, all women must have a "1" under the "S" (psychiatric) factor of the physical profile serial (PULHES). Medical examiners are encouraged to advise verbally the WAC Recruiting Officer or WAC Counselor immediately, and prior to enlistment, of any results of the examination unsupported in SF 89, and which he has reason to believe might disqualify the applicant upon further investigation.

★4-37. WAC applicant interview. Applicants found mentally and physically qualified for enlistment will be interviewed by a WAC commissioned officer, or a WAC noncommissioned officer, if a commissioned officer is not available, before they are accepted for enlistment. Applicants will not be considered fully qualified for enlistment until this interview and records screening are accomplished. The final interview will be recorded on DD Form 9 (Evaluation of WAC/WAF Applicant) and an entry made in the remarks section that a final review has been made. The purpose of this final interview is to—

a. Have the applicant present for a final review of processing records, to include the record of the physical examination, for the purpose of reconciling any omissions or discrepancies which could affect the applicant's eligibility for service.

b. Determine any disqualifying characteristics of the applicant.

c. Insure that only women meeting established moral, mental, and physical standards are accepted.

4-38. Enlistment processing. After completion of the interview, applicants recommended for enlistment by the interviewer and approved by the Recruiting Main Station Commander may then be enlisted. However, prior to the enlistment of former members of another Armed Force, authority for the enlistment must be obtained in accordance with instructions in paragraph 4-39.

## Section VIII. SPECIAL PROCESSING FOR PRIOR SERVICE PERSONNEL

**4-39. Persons who last served in another Armed Force.** An applicant who last served in another Armed Force or the Reserve components of any of the Armed Forces in either enlisted or officer status including former members of Reserve components who have not served initial active duty for training tours may not be enlisted in the Regular Army without prior approval of the Department of the Army. Upon completion of recruiting station and AFEES processing a request for approval to enlist the individual will be forwarded to the Chief, Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, Mo. 63132. Request will contain the name, grade, service number, branch of service, and dates of last period of active service. Applicants will not be enlisted until receipt of a conditional approval for enlistment from the Chief, Enlistment Eligibility Activity. Provisions of this paragraph do not apply to individuals who are *active* members of the Ready Reserve of any of the Armed Forces at the time of enlistment into the Regular Army.

**4-40. Verification of prior service.** Applicants who claim prior service in any of the Armed Forces may not be enlisted in the Regular Army until verification of the prior service has been obtained. Applicants who claim prior service will be requested to present their last report of separation (DD Form 214). When an applicant, enlisted upon presentation of his last report of separation is unable to substantiate *all* prior service claimed for computation of basic pay, entries as prescribed in chapter 6 for unverified service will be made in Items 40 and 43, DD Form 4. The latest DD Form 214 of persons who are enlisted will be annotated with the date, place, and period of current enlistment. This entry will be made at the top of the DD Form 214 which will be returned to the individual prior to his departure from the AFEES.

*a.* Enlistment orders of these individuals unable to substantiate all prior service will include a statement as follows: "The first duty

station commander will take the necessary action indicated in section VIII, chapter 4, AR 601-210." Upon the individual's arrival at his first duty station, the custodian of his personnel records will forward a request for verification of prior service to the appropriate addressee indicated in paragraph 4-41.

*b.* Upon receipt of official statements(s) of service, the custodian of the individual's records will line through the "unverified service entries" in Items 40 and 43, of the duplicate copy of the DD Form 4 and enter in ink the amount of active and inactive service creditable for pay purposes. This permanent entry will be identified by an asterisk (\*) and supporting marginal notation on DD Form 4 specifying the source from which the information was obtained, e.g., "Ltr, DA, TAGO, USAAC (date)."

**4-41. Request for verification of prior service.** When an individual cannot substantiate prior service claimed, a request for verification of prior service must be submitted. In order that service claimed may be readily identified, requests for verification of prior service will contain the exact name under which the individual served, service number, organization from which last discharged, and type of discharge claimed. If the exact dates of service are not known, approximate dates will be given. Requests will be submitted as indicated below—

*a. Prior Army service:*

(1) *Personnel separated after 31 December 1959.*

Commanding Officer  
U.S. Army Administration Center  
9700 Page Boulevard  
St. Louis, Mo. 63132

(2) *Personnel separated before 1 January 1960.*

Manager  
National Personnel Records Center  
(MPR)  
9700 Page Boulevard  
St. Louis, Mo. 63132

District to the Commanding Officer of the Organized Marine Corps Unit to which the individual is assigned.

*f. Army and Air National Guard:* Command-

## Section X. SPECIAL PROCESSING FOR PARTIALLY DISABLED COMBAT-WOUNDED VETERANS

**4-46. General.** Waivers may be granted by the Office of Personnel Operations to partially disabled combat-wounded veterans who are partially disabled as a result of wounds received in action. Requests will be submitted only for those who meet all requirements for enlistment and are physically qualified for general military service except for their specific combat-incurred disability. Applicants must be capable of caring unaided for their own needs and must be so physically capable of performing useful service that further hospitalization or time lost from duty because of the disability may not be expected. (Request for Waiver of Disqualification for Enlistment/Reenlistment in Regular Army for Personnel Applying from Civilian Life.)

**4-47. Applications.** Applications will be submitted on DA Form 3072-1 addressed to the Chief, Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, Mo. 63132, and will be accompanied by the following:

- a. Standard Forms 88 and 89.*
- b. Report of any subsequent and present treatment.*
- c. Pertinent reports of X-ray, orthopedic, surgical, medical, or other consultations.*
- d. Statement of opinion by a medical officer of the degree to which the disability is incapacitating and whether any prosthesis being used is satisfactory.*

**4-48. Processing.** Upon receipt of appropriate instructions from the Office of Personnel Operations, the applicant will be notified to report at his own expense to the appropriate Armed Forces Examining and Entrance Station for further processing.

*a. Applicants will be forwarded from the*

ing Officer of the unit to which the individual is assigned. Information copy of the DD Form 368 and DD Form 4 to the Adjutant General of the appropriate state.

AFEES to the appropriate training activity at Government expense for classification in an MOS in which he can reasonably be expected to perform satisfactory service with full consideration of his physical handicap.

*b. To provide the medical officer with sufficient information to make a determination, the classification officer will prepare an analysis of each primary or potential MOS he deems appropriate for the particular applicant. The classification officer will then forward his recommendation and the applicant to the medical officer for final determination and selection of an MOS in which the medical officer considers the applicant capable of performing duty. Any special consultation reports directed by the Office of Personnel Operations will be accomplished at this time.*

*c. Applicants found physically and otherwise qualified for enlistment will be enlisted at the training activity. Applicants found ineligible to perform in an MOS will be rejected and returned at Government expense to the appropriate AFEES.*

*d. Applicants who are enlisted will be required to waive any compensation they are currently receiving from the Veterans Administration during the period of their military service. The training activity where the applicant is enlisted will indorse the letter to the VA Regional Office. The enlistee will be informed that upon separation from military service, he may resubmit a claim for such compensation as may be due him (para 6-9).*

**4-49. Utilization after enlistment.** Men enlisting as partially disabled veterans will not be given a choice of initial assignment but will be trained in the MOS in which enlisted or, if already trained, assigned to duty in that MOS.

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**4-50. Record entries.** *a.* DD Form 4: Appropriate entry, as prescribed in chapter 6, will be made in Item 20, DD Form 4.

*b.* DA Form 20: Appropriate assignment limitations will be recorded on DA Form 20 (Enlisted Qualification Record) as prescribed in AR 600-200.

## Section XI. SPECIAL PROCESSING FOR MEMBERS REMOVED FROM THE TDRL

**★4-51. General.** A Regular Army enlisted person whose name has been properly removed from the Temporary Disability Retired List and whose physical condition has been stabilized to the point that he would meet the criteria for retention on active duty under the provisions of paragraph 10-4, AR 635-40, may be considered for a disability waiver for the purpose of reenlistment provided he waives his present entitlement to disability retirement or severance pay. An individual reenlisted under the provisions of this option will not be denied severance and/or disability retirement compensation when he ultimately is separated or retired from the service. At the time of his ultimate retirement or separation, the disqualifying defect will be re-evaluated under the physical standards in effect at the time the defect was first determined and under the standards in effect at the time of the final evaluation. The member will be separated or retired under the standards most advantageous to him.

**4-52. Reenlistment.** Former Regular Army enlisted personnel who have been found to be physically fit to perform further military service and whose names have been removed from the temporary disability retired list (TDRL) will, if they so elect, be reenlisted in the Regular Army on the day following removal from such list without regard to the standards and qualifications prescribed in this regulation; however, where appropriate, the reenlistment may be restricted to the minimum period authorized.

*a.* Such individuals are entitled to be reenlisted in the permanent grade held on the day prior to the date their names were placed on the TDRL and may be reappointed to any higher temporary grade in which serving at that time.

*b.* Reenlistment may be accomplished without medical examination provided there has

been no intervening illness or injury since the examination resulting in removal from the TDRL and a statement to that effect is signed by the member. If the individual has incurred an illness or injury, he will be required to undergo a complete medical examination and qualify for reenlistment under existing medical fitness standards except for the specific disabilities waived by the Department of the Army. This may be accomplished without referral to the Office of Personnel Operations for waiver of physical disability (AR 40-501). See chapter 9, part one, Department of Defense Military Pay and Allowances Entitlements Manual (DODPM) with respect to entitlement to reenlistment bonus.

*★c.* Waivers may be granted by Commanding Officer, Enlistment Eligibility Activity, to a partially disabled individual who has been properly removed from TDRL pursuant to Title 10, United States Code, Section 1210(e), when his physical condition has stabilized to the point that he meets the criteria of paragraph 10-4, AR 635-40. An applicant must waive the present entitlement to disability retirement/separation compensation for the purpose of immediate reenlistment or separation (see para 4-51). An applicant must be capable of caring unaided for his own needs and be physically capable of performing useful service without undue hospitalization. Reenlistment waivers will be forwarded to Commanding Officer, Enlistment Eligibility Activity, 9700 Page Blvd, St. Louis, Missouri 63132, and will be accompanied by—

- (1) Standard Forms 88 and 89.
- (2) Copy of the Physical Evaluation Board Proceedings, and exhibits, which removed individual from TDRL.
- (3) Report of any subsequent and present treatment.
- (4) Pertinent reports of X-ray, orthopedic, surgical, medical, or other consultations.

(5) Statement of opinion by a medical officer of the degree to which the disability is incapacitating and, if appropriate, comment on any prosthesis being used.

**4-53. Other than immediate reenlistment.** Those individuals who do not elect immediate reenlistment on the day following removal from the TDRL will be required to meet the standards and qualification prescribed in this regulation in the same manner as all other prior service individuals reenlisting from civilian life. Exception to this provision may be authorized by the Office of Personnel Operations.

**4-54. Information to applicant.** Applicants will be informed that entitlement to immediate reenlistment under paragraph 4-52 must not be construed as an exemption from the standards of retention which may be in effect at the time the individual applies for subsequent reenlistment.

a. So that these applicants may be made fully aware of the conditions under which their reenlistments are being accomplished and that no undue hardship may be imposed at a

later date as a result of their election to reenlist, their records will be carefully screened, and if it is found that they do not meet the standards for retention, they will be so advised.

b. Applicants will be further advised that as the standards of retention are applied impartially, they may not expect to be exempted from such standards or to qualify for separation earlier than others within the same retention group solely on the basis of having been placed on the TDRL.

**4-55. Required statement.** Applicants who reenlist on the day following removal from the TDRL will be required to sign in duplicate DA Form 3283-R (Statement of Member Removed from the Temporary Disability Retired List) (fig. 4-6) when they do not meet the standards for retention. DA Form 3283-R (image size 7 by 4 1/6 inches) will be reproduced locally on 8-by 5-inch paper. The statement will be attached to the original and duplicate of DD Form 4 (Enlistment Contract—Armed Forces of the United States).

<p>STATEMENT OF MEMBER REMOVED FROM THE TEMPORARY DISABILITY RETIRED LIST</p> <p>For use of this form, see AR 601-210; the proponent agency is Office of the Deputy Chief of Staff for Personnel.</p>		DATE
<p>I have been advised of my entitlement to be permanently retired/separated upon my removal from the Temporary Disability Retired List as provided for under Section 1201/1203, Title 10, United States Code.</p> <p>I hereby waive my present entitlement to disability retirement/separation compensation for the purpose of continuing on active duty despite my physical disability.</p> <p>I understand that at the time of my ultimate retirement/separation, my disqualifying defect will be re-evaluated under the physical standards in effect at the time of the determination of the disqualifying defect and under the standards in effect at the time of the evaluation. My separation/retirement will proceed under standards which are most advantageous to me.</p> <p>In voluntarily reenlisting this date I am aware that dependent upon my retention qualifications and the requirements of the service, it may be necessary to effect my retirement/separation prior to the completion of the period for which I have enlisted.</p>		
<p>TYPED NAME, GRADE, AND SERVICE NO./SOCIAL SECURITY ACCOUNT NO. OF MEMBER</p>		SIGNATURE

DA Form 3283-R, 1 Feb 69

Edition of 1 Nov 67, is obsolete.

★Figure 4-6.

## Section XII. SPECIAL PROCESSING FOR ENLISTMENTS IN OVERSEA COMMANDS

4-56. **General.** Processing and determination of eligibility for enlistment of civilian citizens of the United States who apply in oversea commands will be as prescribed in this regulation. Major oversea commanders will exercise general supervision of the examination of applicants within their commands. In oversea commands where such stations are established, chargeable applicants will be mentally and medically examined at an Armed Forces Examining and Entrance Station.

4-57. **Authority.** *a.* Oversea commanders are authorized to enlist United States citizens, with or without prior service, who are residing in an oversea command, provided applicants do not possess concurrent status as nationals of the country in which the enlistment is to be consummated, and provided that the law of that country does not prohibit such enlistments.

*b.* The commander, U.S. Army Forces Southern Command, may enlist qualified continental and English-speaking Insular Puerto Rican and Virgin Island men and women for the Regular Army or the Regular Army-WAC, as appropriate.

4-58. **Processing.** *a.* Male citizens who have had the equivalent of 4 months basic combat

training and women who have had the equivalent of 2 months basic training, who are eligible for assignment within the command in accordance with the provisions of AR 614-30 and who can be utilized in the command in which enlisted may be assigned as directed by the oversea commander. Those not usable or ineligible to remain in the command will be processed in accordance with AR 612-5 and AR 614-205.

*b.* Male citizens without prior service and those who have not had the equivalent of 4 months basic combat training and women who have not had the equivalent of two months basic training must receive basic training in CONUS.

*c.* When it is necessary to return applicants to CONUS for training, oversea commanders will insure that enlistment is accomplished in sufficient time to allow completion of processing, travel and entry into BCT or BT by required date for fulfillment of any option for which the applicant is enlisting. A minimum of 5 days will be allowed for reception station processing after arrival in CONUS.

*d.* Personnel entering service (Status Code "ES," reference AR 330-330) who must be returned to the CONUS for training will be carried on a separate morning report in accordance with paragraph 1-22b(1), AR 335-60.

## Section II. AUTHORIZED OPTIONS

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**5-5. Dual option.** Qualified applicants enlisting for certain options in this chapter are authorized to select an additional option in conjunction with the primary option chosen. In order for a dual option to be fully effective, the requirements for each of the options chosen must be met satisfactorily. Failure to qualify for one of the options selected does not void the re-

maining option provided the applicant remains qualified therefor. Persons enlisting for dual options as authorized in the following table will complete DA Form 3286-1 (Statements For Enlistment—Part VI—Dual Option) in addition to the statements required for the specific options involved.

Table 5-1. Dual Option

Line	First option	Applicant may select as second option	Notes
1	Any authorized option	Buddy Basic Training Plan	Second option is fulfilled during basic combat training. Failure has no effect on first option.
2	Army Career Group 11 or 13.	U.S. Army Europe or Eighth U.S. Army Korea.	1. Temporarily suspended. 2. Second option becomes effective upon completion of training.
3	Army Career Group	Airborne	1. ACG selected must lend itself to utilization in an airborne unit. 2. Second option becomes effective upon completion of ACG training.
4	Bandsman	Airborne for assignment to 82d or 101st Airborne Division Bands.	1. Second option becomes effective upon completion of bandsman training. 2. If enlistee fails to complete airborne training satisfactorily, he will be assigned to a nonairborne band.

★Table 5-4. Army Service School Enlistment Option

Line	Item	Comment
1	NAME OF OPTION -----	Army Service School Enlistment Option.
2	DESCRIPTION OF OPTION -----	Promises attendance at a specific Army Service School of choice to applicants who meet prescribed prerequisites.
3	AVAILABLE TO -----	Qualified male and female applicants enlisting for 3, 4, 5 or 6 years periods who have no prior service in any of the Armed Forces.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.	<p>Applicant must—</p> <ul style="list-style-type: none"> <li>a. Attain standard scores of 90 or higher on three or more aptitude areas of the AQB, ACB, or WACB as appropriate.</li> <li>b. Attain a qualifying score in the prerequisite aptitude area established for the school course for which applying. The aptitude area score which qualified the applicant for school course attendance may be counted as one of the three aptitude area scores required when it is 90 or higher.</li> <li>c. Meet, without exception, the prerequisites set forth in AR 611-201 and DA Pamphlet 350-10 for the course selected.</li> <li>d. Possess a formal high school diploma to be eligible for any nuclear reactor or nuclear weapons course. A GED certificate is not acceptable for these courses.</li> </ul>
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	<p>Applicant must—</p> <ul style="list-style-type: none"> <li>a. Satisfactorily complete basic or basic combat training, as appropriate.</li> <li>b. Qualify for security clearance if required.</li> <li>c. Satisfy any other special requirements for the school course selected which cannot be determined prior to enlistment.</li> </ul>
6	INFORMATION TO APPLICANTS.	<p>Applicant will be—</p> <ul style="list-style-type: none"> <li>a. Informed of the provision of lines 1 through 5 above.</li> <li>b. Advised that the school courses available are based upon current training requirements existing at the time of the applicant's enlistment.</li> <li>c. Oriented on the school courses in which interested to include an explanation and discussion of course purpose, scope and prerequisites as outlined in DA Pam 350-10 and a review of the MOS description (AR 611-201) for which the course trains.</li> <li>d. Informed of the complete procedure for enlistment for this option.</li> <li>e. Informed that final qualification for enlistment and aptitude for the course of choice is determined from results of tests administered prior to enlistment.</li> <li>f. Advised to be prepared to select at least two alternate courses in the event their aptitude testing should not qualify them for their initial course choice or a school quota is not available in their initial choice.</li> <li>g. Informed that a career counselor will be available at the AFEEES to assist them in selecting alternate courses when indicated and in modifying their application accordingly.</li> <li>h. Advised that attendance at the school course of choice is dependent upon their satisfactory completion of basic (basic combat) training and, if required, qualification for security clearance.</li> <li>i. Advised that if relieved from the school course for academic deficiency, disciplinary reasons, or failure to receive the required security clearance, he will be assigned in accordance with the needs of the Army and be required to complete the period of service for which enlisted.</li> </ul>

★Table 5-4. Army Service School Enlistment Option—Continued

Line	Item	Comment
6	INFORMATION TO APPLICANTS—Continued	<p>j. Informed that if the school course selected is discontinued before he attends the course, or while he is in attendance, or if he is later medically disqualified for the course selected, he will be provided the opportunity to select a related course or any other course for which qualified and for which quotas are available. The alternate selection will be honored. In this case, the applicant will also be required to complete the term for which enlisted.</p> <p>k. Informed that upon successful completion of the school course, he will be assigned in accordance with the needs of the Army. No promise can be made concerning the specific job or station to which he will be assigned.</p> <p>l. Advised that if he enlists for this option in an oversea command, he will be returned to the United States immediately upon enlistment to complete necessary processing and training prior to enrollment in the course for which accepted.</p>
7	OPTION PROCESSING PROCEDURES.	<p>a. Normal processing procedures except as modified by provisions of this table.</p> <p>b. <i>Applications</i>—</p> <p>(1) Persons applying for enlistment for this option will submit an application on DA Form 2496 (Disposition Form) in the format shown in figure 5-1 following this table. This application with required inclosures will accompany the applicant to the AFEEES.</p> <p>(2) Applicants for enlistment in the Regular Army for school courses requiring a high school education must present documentary proof in the form of a diploma or evidence of successful completion of high school GED test which has been authenticated by a state education authority, high school principal or a superintendent of schools. Applicants may be enlisted in this option in the 120-Day Delayed Entry Program on the basis of a letter from a high school principal stating that the applicant has graduated and will receive a diploma at a later date or that the applicant is a senior and there is reasonable assurance of graduation in the present graduating class.</p> <p>(3) Applicants for school courses which require satisfactory completion of specific high school courses (e.g., chemistry, algebra, English), must present a transcript of high school credits or evidence of passing scores on the equivalent GED test.</p> <p>(4) Students enrolled in high school will be encouraged to stay in school and graduate and will not be accepted for enlistment without prior notice to the school or without the parents' consent.</p> <p>(5) Upon completion of AFEEES medical and mental examinations, the Army career counselor will indicate in the appropriate space on the application, the applicant's eligibility for each of the courses listed.</p> <p>(6) When the applicant has been found unqualified for any of the courses listed, the Army career counselor will, by footnotes on the application, indicate the reasons for disqualification.</p> <p>c. <i>Counseling at the AFEEES</i>—</p> <p>(1) Upon completion of the required mental testing (AFQT or AFWST and AQB or WACB, and computation of aptitude area scores) and medical examination, the application together with all relevant documents, to include result of AFEEES examinations, will be reviewed by the Army career counselor to determine the</p>

★Table 5-4. Army Service School Enlistment Option—Continued

Line	Item	Comment
7	OPTION PROCESSING PROCEDURES—Continued	applicant's eligibility to enlist for the courses specified. The career counselor will annotate the applications as indicated on line b, above.
		(2) When an otherwise qualified applicant fails to attain qualifying scores for his first choice and/or alternate choices, career counselor will encourage his to select an alternate course. The applicant will be advised of alternate available courses for which he qualifies and will be given advice and assistance in selecting one of these.
		(3) In determining the applicant's qualifications for school courses under this option, the career counselor will make maximum use of DA Pam 350-10, AR 611-201, and any other directives which may be relevant to the specific case.
		(4) It is most essential during this counseling process that the career counselor be assured that the applicant is completely aware of the precise nature of the training for which he is applying. School course titles alone cannot identify the nature and scope of subject areas taught. For this reason, it is necessary that a detailed explanation and discussion of these matters take place with the applicant to insure that the course for which he is applying does, in fact, provide the type of training he desires to receive.
		(5) Applicants who fail to qualify for enlistment under this option will be encouraged to enlist for any other option for which qualified.
		(6) Upon completion of the counseling session, the applicant and the career counselor will complete the "Confirmation of Option or Agreement to Alternate Option" portion of Part VI of the Statements for Enlistment (DA Form 3286-4).
	d. <i>Obtaining school course quotas</i> —	
		(1) Requests for school course quotas under this option will be made by telephone in CONUS (see line 8 for special instructions applicable to oversea commands).
		(2) Commercial collect calls for quotas may be made between 1000 and 1600 hours (Eastern Standard or Eastern Daylight Time, as appropriate) Monday through Friday, to Area Code 202, OXFORD 57275, Washington, D.C. However, leased circuits will be used to the maximum extent. Normally, not more than one call per day will be made by the career counselor on duty at each AFEES. Requests for quotas for this option may be combined with telephonic requests which must be made to the Office of Personnel Operations for other options.
		(3) Information in telephonic requests for school course quotas for this option will be presented in the following order:
		(a) School course number and title.
		(b) Class reporting date desired.
		(c) Appropriate aptitude area score.
		(d) Name (last, first, and middle initial).
		(e) If prior service, so indicate to include number of years service for pay purposes completed.
	e. <i>Letter of authorization for enlistment</i> —	
		(1) When a school course quota has been obtained, a letter of authorization for enlistment (a sample of which is shown in figure 5-2) will be prepared in triplicate. This letter will be signed by the RMS commander except in cases that may result in delay to applicant processing; then signature may be delegated to an officer designated by the RMS commander.

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★Table 5-4. Army Service School Enlistment Option—Continued

Line	Item	Comment
7	OPTION PROCESSING PROCEDURES—Continued	<p>(2) Disposition of copies will be as follows:</p> <ul style="list-style-type: none"> <li>(a) Original copy will be presented to the applicant immediately upon receipt of quota reservation. He will be instructed to retain this letter at all times.</li> <li>(b) The duplicate copy of the letter will be attached to the duplicate copy of the DD Form 4 prepared at time of enlistment.</li> <li>(c) The triplicate copy of the letter will be retained in the files of the enlisting facility.</li> </ul> <p>f. <i>Enlistment procedures</i>—</p> <ul style="list-style-type: none"> <li>(1) Within CONUS, enlistments for this option will be accomplished during the two week period preceding the latest date the applicant must report to the U.S. Army Reception station as prescribed in the current DA Cir 350-series (Advanced Individual Training Schedule). Exceptions will not be requested or granted.</li> <li>(2) It will be explained to the applicant that a specific space in a specific class has been reserved for him. Should he fail to enlist during the prescribed period, his reservation is automatically cancelled.</li> </ul> <p>g. <i>Failure to enlist</i>—</p> <ul style="list-style-type: none"> <li>(1) Should an applicant for this option fail to enlist for the authorized course within the time limit prescribed, or fail to graduate from high school, the Office of Personnel Operations will be notified immediately. <ul style="list-style-type: none"> <li>(a) In CONUS, telephonic notification will be made by calling the number shown in line 7d (2) above.</li> <li>(b) In oversea commands, notification will be made electrically to OPO, ATTN: EPRDS. In case of MINIMIZE, requests will be dispatched by air mail.</li> </ul> </li> <li>(2) Should it be learned prior to specific enlistment dates that the applicant will not use his quota, the above notification will be made immediately so that the quota vacancy may be made available to another applicant.</li> <li>(3) Notifications required above will include the individual's name, course number, course title, enlistment period, and class commencement date.</li> </ul> <p>a. Processing requirements for this option in oversea commands are the same as those within CONUS except as modified below.</p> <p>b. Requests for school course quotas containing required information will be electrically transmitted to the Chief of Personnel Operations, DA, ATTN: EPRDS. In case of MINIMIZE, requests will be dispatched by airmail.</p> <p>c. If the applicant is not accepted for any of the desired courses due to nonavailability of quotas, he will be so informed and advised to resubmit his application in a few weeks when new quotas and/or schedules may be available.</p> <p>d. If applicant is approved for a desired course, the duplicate copy of the letter of authorization will be used as a suspense file until enlistment date at which time it will be attached to the duplicate copy of the DD Form 4.</p> <p>e. Enlistment for this option in an oversea command will be accomplished in sufficient time to allow completion of processing, travel, and entry into basic (basic combat) training by prescribed date. A minimum of 5 days will be allowed for reception station processing after arrival in CONUS.</p>
8	SPECIAL REQUIREMENTS FOR OVERSEA COMMANDS.	

## ★Table 5-4. Army Service School Enlistment Option—Continued

Line	Item	Comment
9	STATEMENTS FOR ENLISTMENT.	Parts I, II, IV, and VI—all applicants. Part III—if appropriate (nonprior service males). Part V—if appropriate (all female applicants). Part VI for the Army Service School Enlistment Option is DA Form 3286-4.
10	RECORD ENTRIES AND ORDERS.	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows: a. <i>Orders</i> : Enlistment orders will specify applicant is an enlistee for the Army Service School Enlistment Option UP table 5-4, AR 601-210 and will include the following additional information: (1) Course title and number. (2) Class reporting date. (3) Date on which individual must begin basic (basic combat) training as reflected in current DA Cir 350-series. b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States): (1) Item 12: Table 5-4, AR 601-210. (2) Item 48: Course (number) (course title). (3) Item 56: Ref Item 48: Class quota authorized per (enter appropriate authority): (a) Phone RMS (individual's name)—OPO (individual's name), (date). (b) OPO Msg (number) (date). (c) OPO Ltr (subject). (4) Attach as inclosures to duplicate copy of DD Form 4: (a) Original application. (b) Letter from high school principal indicating applicant has graduated but will not receive diploma until later date (if appropriate). (c) Copy of high school transcript (mandatory for subjects prerequisite to enrollment in the course of choice). (d) Duplicate copy of letter of authorization for enlistment. (e) Completed DA Form 6022 (for applicants administered the AQB), DA Form 6040 (for applicants administered the WACB), or DA Form 2035-R (for applicants administered the ACB in oversea commands) showing: 1. Test form designations. 2. Corresponding test scores. 3. Aptitude area scores. c. <i>DA Form 3285</i> (Enlistment Promise): On face of form— (1) After "Army Regulation" enter "AR 601-210, Table 5-4". (2) After "enlistment option of" enter "(course title) (course number)."

24 March 1969

# DISPOSITION FORM

(AR 340-18)

REFERENCE OR OFFICE SYMBOL	SUBJECT		
	Application for the Army Service School Enlistment Option		
TO Commanding Officer (Appropriate RMS)	FROM (Applicant's name and address)	DATE	CMT 1
<p>1. I hereby apply for enlistment for the Army Service School Enlistment Option under the provisions of Table 5-4, AR 601-210.</p> <p>2. The specific school course of choice for which I am applying is as follows:</p> <p>COURSE NUMBER _____ COURSE TITLE _____ COURSE LENGTH _____</p> <p>3. Should I fail to qualify for enlistment for the above course or should a school quota not be available for the period during which I desire to enlist, I:</p> <p><input type="checkbox"/> a. Will consider enlistment for the alternate courses listed:</p> <p>2nd Choice: _____</p> <p>3rd Choice: _____</p> <p><input type="checkbox"/> b. Will not consider enlisting for another course.</p> <p>4. High School graduation date: _____</p> <p>5. Desired enlistment date: _____</p> <p>6. Date of Birth: _____</p> <p>7. Citizenship: <input type="checkbox"/> Native born U.S. <input type="checkbox"/> Naturalized U.S. <input type="checkbox"/> Permanent resident alien</p> <p>8. Attached as required are:</p> <p><input type="checkbox"/> a. Letter from high school principal indicated I have graduated but will not receive a diploma until a later date.</p> <p><input type="checkbox"/> b. Letter from high school principal indicating that there is reasonable assurance I will graduate with the current graduating class.</p> <p><input type="checkbox"/> c. Transcript of all high school courses, or</p> <p><input type="checkbox"/> d. Transcript of courses required as prerequisites for attendance at Army school course of choice.</p> <p><input type="checkbox"/> e. Penciled copy of completed DD Form 398 (Statement of Personal History) when school course of choice requires security clearance.</p>			

Inclosures (as required) \_\_\_\_\_ (Signature of Applicant) \_\_\_\_\_

COMMENTS OF CAREER COUNSELOR REGARDING APPLICANT'S QUALIFICATIONS, AVAILABILITY OF SCHOOL QUOTAS AND DATES OF ENLISTMENT:

\_\_\_\_\_ (Signature of Career Counselor) \_\_\_\_\_

DA FORM 1 FEB 62 2496

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

GPO : 1960 O - 822-600

Figure 5-1. Application for Army Service School Enlistment Option.

Table 5-6. MOS Producing Army Service School Enlistment Option—Continued

Line	Item	Comment
10	RECORD ENTRIES AND ORDERS—Continued.	<p>(c) Orders which assign personnel directly to the student detachment of the Army service school will contain the following statement "In accordance with the provisions of AR 640-10, preparation of all required personnel records will be accomplished by the gaining unit."</p> <p>b. <i>DD Form 4: (Enlistment Contract—Armed Forces of the United States):</i></p> <p>(1) Item 12: Table 5-6, AR 601-210.</p> <p>(2) Item 48: MOS Producing Army Service School Option for (course title) (course number).</p> <p>(3) Item 56: Ref Item 48: Class quota authorized by SQN (number) per (name of individual at OPO authorizing enlistment) (date).</p>

Table 5-7. Oversea Command Enlistment Option—Rescinded

Table 5-8. Oversea Area Enlistment Option

Line	Item	Comment
1	NAME OF OPTION .....	Oversea Area Enlistment Option.
2	DESCRIPTION OF OPTION.	Promises to qualified applicants initial duty assignment to the oversea area of choice from among those listed in AR 614-30.
★3	AVAILABLE TO .....	<p>Male and female applicants enlisting for 4, 5, or 6 year periods (3 years authorized for oversea areas identified as short tour areas in AR 614-30) who are eligible for appointment to pay grade E-6 or below upon enlistment, and:</p> <p>a. Have prior Army service and apply for enlistment within 3 months from date of last separation from the Army, and</p> <p>b. Have 4 or less years service for pay completed, or</p> <p>c. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years of service completed, or</p> <p>d. Are former Army members with over 4 years of service for pay completed and less than 7 years active Federal service regardless of break in service provided they are eligible for appointment to pay grade E-5 or below upon enlistment.</p>
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.	<p>Applicant must—</p> <p>a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table</p> <p>b. Qualify as a volunteer for oversea service under the provisions of AR 614-30.</p> <p>c. Not be a former Regular Army member with over 4 years service for pay who was last separated from the Army upon return from an incomplete oversea area.</p> <p>d. Not require a waiver for oversea, mental prerequisites, or for any of the disqualifications listed in tables 2-4 and 2-5.</p> <p>e. Be qualified in an MOS for which an oversea requirement exists.</p> <p>f. Have no assigned limitation which would preclude assignment to the oversea area selected.</p>
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	<p>1. Applicant must retain qualifications for assignment to the oversea area for which enlisted.</p> <p>2. For non-U.S. citizens, completion of a background investigation with favorable recommendation for oversea assignment is required.</p>

Table 5-8. Oversea Area Enlistment Option—Continued

Line	Item	Comment
7	OPTION PROCESSING PROCEDURES—Continued	<p>(2) Reports may be made by telephone, electrically transmitted message, or written communication. However, telephone calls will not be made for the sole purpose of reporting cancellations.</p> <p>(3) Reports of cancellation will include the individual's name and Assignment Control Number (ACN).</p>
8	STATEMENTS FOR ENLISTMENT REQUIRED.	<p>Parts I, II, IV, and VI—all applicants.</p> <p>Part V—if applicable—(all female applicants).</p> <p>Part VI—for the Oversea Area Enlistment Option in DA Form 3286-8.</p>
9	RECORD ENTRIES AND ORDERS.	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p>a. <i>Orders:</i> Enlistment orders will specify applicants is an enlistee for the Oversea Area Enlistment Option UP table 5-8, AR 601-210, and will include additional information as follows:</p> <p>(1) For all enlistees:</p> <p>(a) Assignment Control Number (ACN).</p> <p>(b) DA Instrument of authorization.</p> <p>(c) Date of authorization.</p> <p>(d) Oversea area and/or organization to which destined for assignment</p> <p>(2) For enlistees desiring to request concurrent travel, orders will:</p> <p>(a) Assign enlistee to nearest U.S. Army Reception Station.</p> <p>(b) Specify that processing UP AR 55-46 is required.</p> <p>(3) For enlistees who are ineligible for or who do not desire to request concurrent travel, orders will—</p> <p>(a) Assign enlistee directly to the specific oversea organization for which enlistment was authorized.</p> <p>(b) Direct him to depart immediately upon enlistment for the appropriate activity listed in (4) below.</p> <p>(4) The activities listed below are responsible for required reception station processing (AR 612-10), POR qualification processing (AR 612-35), procurement of port call (AR 55-28), and subsequent onward movement of persons forwarded in accordance with (3) above:</p> <p>(a) Enlistees destined for U.S. Army Alaska and Eighth U.S. Army (Korea): U.S. Army Oversea Replacement Station, Fort Lewis, Washington.</p> <p>(b) Enlistees destined for U.S. Army Forces Southern Command: U.S. Army Reception Station, Fort Jackson, South Carolina.</p> <p>(c) Enlistees destined for an oversea command other than as indicated above: U.S. Army Oversea Replacement Station (1264), Fort Dix, N.J., or U.S. Army Oversea Replacement Station (6020), Oakland Army Terminal, Calif., as appropriate.</p> <p>b. <i>DD Form 4:</i> (Enlistment Contract—Armed Forces of the United States):</p> <p>(1) Item 12: Table 5-8, AR 601-210.</p> <p>(2) Item 48: Oversea Area Enlistment Option with initial assignment to (specify oversea area) (Station or organization of assignment will not be indicated on DD Form 4.)</p> <p>(3) Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per (enter the name of the OPO individual or the instrument which authorized the assignment and the date).</p>

Table 5-9. CONUS Station or Area Enlistment Option—Rescinded

Table 5-10. Airborne Training/Duty Option

Line	Item	Comment										
1	NAME OF OPTION	Airborne Training/Duty Option.										
2	DESCRIPTION OF OPTION.	Promises initial assignment to airborne duty provided required training is completed satisfactorily and individual can pass Physical Fitness Test.										
3	AVAILABLE TO	Male applicants enlisting for 3, 4, 5, or 6 year periods who— a. Are eligible for appointment to pay grade E-6 or below upon enlistment, or b. Have no prior service in any of the Armed Forces, or c. Have 4 or less years service for pay completed in any of the Armed Forces, or d. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed.										
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.	Applicant must— a. Meet medical fitness standards prescribed by section II, chapter 7, AR 40-501 (Medical Fitness Standards for Airborne Training and Duty, Ranger Training and Duty, and Special Forces Training and Duty). ★b. Attain a standard score of 70 or higher in Aptitude Area IN or in Aptitude Area CO (A or B) of the Army Qualification Battery, or Army Classification Battery, as appropriate c. Not have been previously rejected for or relieved from airborne training or duty because of a permanent type physical disability or because of training failure (except for failure to qualify on the Physical Fitness Test). d. Not have deliberately terminated former airborne duty. e. Not have had more than 30 days time lost in last period of active service.										
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	Applicant must— a. Satisfactorily complete basic combat training. b. Satisfactorily complete advanced individual training or the equivalent of such training. c. Attain required standards for the Physical Fitness Test as prescribed in AR 611-7. d. Satisfactorily complete airborne training.										
6	INFORMATION TO APPLICANTS.	Applicant will be informed of the following: a. The provisions of line 1, 2, 3, 4, and 5 above. b. That a physical fitness test will be given during the third week of advanced individual training and that should he fail at this time to pass, he will have other opportunities, the last of which will be during his sixth week of advanced individual training. c. That the physical fitness test is administered to insure that each applicant can perform the following exercises as outlined in TM 21-200 in a period not to exceed 1 hour. <table> <tr> <td>Chinups</td> <td>6</td> </tr> <tr> <td>Kneebender</td> <td>80 (2-minute period)</td> </tr> <tr> <td>Situps</td> <td>20</td> </tr> <tr> <td>Pushups</td> <td>22</td> </tr> <tr> <td>Endurance Run</td> <td>1 mile completed in 8½ minutes or less.</td> </tr> </table> d. That he will undergo the basic parachute qualifications course. He will be required to meet the minimum standards of aptitude, coordination, reaction, and endurance, and to demonstrate proficiency on training apparatus as deemed necessary for the safety of himself and his fellow students. e. That should he fail to meet any of the requirements specified in this table, or becomes disqualified for medical reasons, he will not be offered another assignment choice but will be reassigned in accordance with the needs of the Army.	Chinups	6	Kneebender	80 (2-minute period)	Situps	20	Pushups	22	Endurance Run	1 mile completed in 8½ minutes or less.
Chinups	6											
Kneebender	80 (2-minute period)											
Situps	20											
Pushups	22											
Endurance Run	1 mile completed in 8½ minutes or less.											

[Next page is 5-31]

AGO 7240A

Table 5-12. United States Army Security Agency (USASA) Enlistment Option

Line	Item	Comment
1	NAME OF OPTION .....	United States Army Security Agency Enlistment Option.
2	DESCRIPTION OF OPTION.	Promises initial assignment to USASA provided required prerequisites are met.
★3	AVAILABLE TO .....	Male applicants enlisting for 4, 5, or 6 year periods who— a. Are eligible for appointment to pay grade E-6 or below upon enlistment, <i>and</i> b. Have no prior service in any of the Armed Forces, <i>or</i> c. Have 4 or less years service for pay completed in any of the Armed Forces, <i>or</i> d. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years service for pay completed.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.	Applicant must— a. Meet basic eligibility requirements for enlistments modified by the provisions of this table. b. Enlist for a minimum period of 4 years if he has no prior Army service. c. Be a high school graduate or the equivalent. (The CGUSASA may waive this requirement.) d. Attain a GT aptitude area score of 100 or higher when tested with the AQB or WACB, as appropriate. (The CGUSASA may waive this requirement.) e. Be of excellent character, discretion, and of unquestioned loyalty to the United States. (The CGUSASA may waive certain minor civil offenses on an individual basis.) f. Not be a former Peace Corps Member. g. Meet citizenship requirements as follows: (1) Applicant and spouse <i>must</i> be United States citizens. If the applicant or spouse is a United States citizen by naturalization, approval procedures on line 7b, below apply. (2) The immediate family of the applicant and spouse should be United States citizens. For the purpose of this option, immediate family is defined as the applicant's spouse, children, parents, brothers, sisters and children from a previous marriage(s). When members of the immediate family are not U.S. citizens, approval procedures on line 7b below, apply. (3) No member of the immediate family of the applicant or spouse, and no person to whom the applicant and spouse may reasonably be considered to be bound by ties of affection, kinship, or obligation, may be a resident of a foreign country having basic or critical national interests opposed to those of the United States. When the applicant and/or spouse have relatives or alien friends residing in foreign countries, approval procedures on line 7b below, apply. h. Receive prior approval for enlistment from the CGUSASA, an authorized USASA field representative, or a representative of the USASA Personnel Procurement and Processing Detachment on duty at training centers within the continental United States.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	Applicant must— a. Successfully complete basic (basic combat) training, if required. b. Successfully complete any other training to which assigned subsequent to basic training.

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Table 5-12. United States Army Security Agency (USASA) Enlistment Option—Continued

Line	Item	Comment
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT—Continued	<ul style="list-style-type: none"> <li>c. Be approved for access to special intelligence information by the CGUSASA and qualify for continued access.</li> <li>d. Maintain standards of personal behavior, professional competence, loyalty and integrity, such as to qualify him for continued duty with USASA.</li> </ul>
6	INFORMATION TO APPLICANTS.	<p>Applicant will be informed of the following:</p> <ul style="list-style-type: none"> <li>a. The provisions of lines 1 through 5 above.</li> <li>b. All persons assigned to the USASA undergo an intensive background investigation to determine their suitability for continued assignment to the agency.</li> <li>c. That his financial activities and sense of financial responsibility must be such as to make it highly unlikely that he would succumb to temptation arising from financial difficulties.</li> <li>d. Foreign interests, foreign holdings, or continual personal indebtedness are considered to be possible causes of security risk.</li> <li>e. His personal habits and traits of character must be unquestionable from a security standpoint.</li> <li>f. A person with any of the following habits or characteristics is not considered to be a satisfactory security risk: <ul style="list-style-type: none"> <li>(1) Heavy drinker.</li> <li>(2) User of— <ul style="list-style-type: none"> <li>(a) Barbiturates.</li> <li>(b) Hallucinatory drugs.</li> <li>(c) Marihuana.</li> <li>(d) Narcotics.</li> </ul> </li> <li>(3) Gambler.</li> <li>(4) One who is unduly susceptible to persuasion.</li> <li>(5) One who is egotistically loquacious or emotionally unstable.</li> <li>(6) One who possesses other habits or traits of character which may prompt indiscreet disclosures.</li> <li>(7) One who has history of psychiatric treatment for mental or nervous disorders.</li> <li>(8) One who has been repeatedly expelled from school or possesses a poor employment record.</li> </ul> </li> <li>g. If he has no prior Army service he will receive initial training in one of the MOS shown in table 5-12A or as may otherwise be determined by the CGUSASA based on his command's requirements and the individual's qualifications.</li> <li>h. If he has no prior Army service he will normally be sent to an Army school for training after completion of basic training and will be required to meet the prerequisites for attendance at the course as prescribed in DA Pam 350-10.</li> <li>i. In individually selected cases, the CGUSASA may require persons with no prior Army service to be assigned to a unit for on-the-job training following completion of basic training. In these cases, the level of training which the individual receives initially is elementary, may be on the helper or apprentice level, and is not to be construed as advanced individual training such as that received during a formal course of instruction conducted at an Army Service School.</li> <li>j. Prior Army service personnel will receive such training and/or duty assignments as the CGUSASA may direct based on the applicant's qualification and prior service and the requirements of the Agency.</li> </ul>

Table 5-12. United States Army Security Agency (USASA) Enlistment Option—Continued

Line	Item	Comment
6	INFORMATION TO APPLICANTS—Continued	<p>k. An individual, who while undergoing basic training is not approved for retention in USASA for any of the reasons indicated above, will be advised of the disapproval, informed that his enlistment option is voided, and that he will upon completion of basic training be reassigned in accordance with the needs of the Army and be required to complete the period for which he enlisted.</p> <p>l. An individual, who while in a student status is found to be unqualified for retention in USASA, will be so advised, informed that his enlistment option is voided, and will be reported by the training activity to the Office of Personnel Operations, ATTN: EPADR-I, for reassignment in accordance with the needs of the Army to complete the period for which he enlisted.</p>

Table 5-18. Special Intelligence Duties (ACG 97) Enlistment Option—Continued

Line	Item	Comment
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT— Continued	<p>l. Have no record of conviction by civil court for any offense other than minor traffic violations. A series of traffic violations is not considered minor.</p> <p>m. Have no disqualification which in the opinion of the appropriate counterintelligence interviewer would prevent the granting of a security clearance in accordance with AR 604-5.</p>
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	<p>Applicant must—</p> <ul style="list-style-type: none"> <li>a. Successfully complete basic (basic combat) training, if required.</li> <li>b. Successfully complete required MOS training at the U.S. Army Intelligence School.</li> <li>★c. Must be the subject of a favorable background investigation to include an evaluation of potential and personal characteristics.</li> <li>d. Qualify for retention in special intelligence duties by satisfactory performance of assigned duties and maintenance of the high standards of integrity and loyalty required by the intelligence operations.</li> <li>e. Maintain a record free from indiscretions or defects of a character which are deemed unacceptable by the Chief of Personnel Operations.</li> </ul>
6	INFORMATION TO APPLICANTS.	<p>Applicant will be informed of the following:</p> <ul style="list-style-type: none"> <li>a. The provisions of lines 1 through 5 above.</li> <li>b. That the controlled intelligence MOS included in this option are in Army Career Group 97 as follows: <ul style="list-style-type: none"> <li>(1) MOS 97B—Counterintelligence Agent.</li> <li>(2) MOS 97C—Area Intelligence Specialist.</li> <li>(3) MOS 97D—Military Intelligence Coordinator.</li> </ul> </li> <li>c. That only male personnel are selected for duties in MOS 97C (Area Intelligence Specialist).</li> <li>d. That the applicant may be trained in any of the MOS in the career group and that no promise with respect to the MOS in which he will be trained can be made.</li> <li>e. The scope, purpose, and prerequisites for attendance at school courses for above MOS as prescribed in DA Pam 350-10.</li> <li>f. The MOS descriptions of above MOS as contained in AR 611-201 and DA Pam 601-3.</li> <li>g. The provisions of AR 614-40.</li> <li>h. That final acceptance for special intelligence duties, notwithstanding the fact that he enlists for this option, will be dependent upon his meeting criteria prescribed.</li> <li>i. That final determination of acceptance or retention in controlled intelligence MOS is made by the Chief, Personnel Operations, in coordination with the Assistant Chief of Staff for Intelligence, DA.</li> <li>j. That an individual who while undergoing basic training is found to be unqualified for controlled intelligence MOS duties will be advised of this fact, informed that his enlistment commitment is voided, and that he will upon completion of basic training be reassigned in accordance with the needs of the Army and be required to complete the period for which enlisted.</li> <li>k. That should the applicant fail to meet any of the eligibility criteria prescribed above, except those pertaining to former Peace Corps membership and required standards of character, discretion, integrity, and loyalty, the Chief of Personnel Operations may consider granting a waiver if such action is recommended by the counterintelligence interviewer.</li> <li>l. That if after preliminary processing it appears that the applicant is eligible for this option an interview will be arranged with the nearest Army counterintelligence office. The Agent-in-Charge of this office or his authorized representative will conduct a thorough orientation and</li> </ul>

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Table 5-13. Special Intelligence Duties (ACG 97) Enlistment Option—Continued

Line	Item	Comment
6	INFORMATION TO APPLICANTS—Continued	<p>interview of the applicant in accordance with procedures set forth in DA Pam 601-3.</p> <p>m. That any travel performed by the applicant prior to enlistment for the purpose of this interview will be at no expense to the Government. (This prohibition does not exclude the use of unit transportation when the counterintelligence interview is held in the same metropolitan area.)</p>
7	OPTION PROCESSING PROCEDURES.	<p>Normal processing procedures except as modified by the provisions of this table.</p> <p>a. Preliminary determination of eligibility:</p> <ol style="list-style-type: none"> <li data-bbox="552 509 1313 615">(1) Upon completion of AFEEES medical and mental examinations, the Army career counselor will review all relevant documents and interview applicant to determine if he meets prerequisites required to apply for this option.</li> <li data-bbox="552 615 1313 862">(2) If the applicant is a former Army member who previously has been awarded a controlled intelligence MOS and who is applying for enlistment for this option within 3 months from date of separation, the processing prescribed in b below is not required. The Army career counselor will report these persons telephonically or by electrical message to the Chief of Personnel Operations in accordance with c below. The Office of Personnel Operations will provide enlistment authority and assignment instructions, if appropriate.</li> <li data-bbox="552 862 1313 975">(3) If the applicant was previously awarded MOS 97B, 97C, or 97D, and is applying for enlistment for this option more than 3 months from date of last separation from the Army, he will undergo the complete processing prescribed in b and c below.</li> <li data-bbox="552 975 1313 1059">(4) The career counselor will inform the applicant of the information specified in line 6 above and determine if applicant retains his interest in enlisting for this option.</li> <li data-bbox="552 1059 1313 1171">(5) If the applicant still desires enlistment for this option, the Army career counselor will make arrangements with the nearest Army counterintelligence office for an interview of the applicant by the Agent-in-Charge or his authorized representative.</li> </ol> <p>b. Processing by the Counterintelligence Interviewer: The interviewing agent will—</p> <ol style="list-style-type: none"> <li data-bbox="552 1228 1313 1281">(1) Conduct with the applicant an orientation and interview of the scope prescribed in DA Pam 601-3 and AR 614-40.</li> <li data-bbox="552 1281 1313 1334">(2) Confirm the applicant's eligibility for enlistment under this option and advise him of this determination. <ol style="list-style-type: none"> <li data-bbox="568 1334 1313 1419">(a) If the applicant does not meet the requirements and a waiver is not requested, the interviewing agent will refer the applicant back to the Army career counselor.</li> <li data-bbox="568 1419 1313 1531">(b) If the applicant does not meet the requirements but the disqualification is waivable and recommended for waiver, the interviewing agent will assist the applicant in the preparation of a request for waiver in accordance with DA Pam 601-3.</li> </ol> </li> <li data-bbox="552 1531 1313 1588">(3) Take the following actions if the applicant is determined to meet requirements: <ol style="list-style-type: none"> <li data-bbox="568 1588 1313 1662">(a) Assist and supervise the applicant in the preparation of the DD Form 398 (Statement of Personal History) in quadruplicate for himself and spouse, if married.</li> <li data-bbox="568 1662 1313 1715">(b) Assist applicant in completion of DD Form 98 (Armed Forces Security Questionnaire) in duplicate.</li> <li data-bbox="568 1715 1313 1801">(c) Assist applicant (and spouse, if applicable) in the completion of two copies of FD Form 258 (FBI Fingerprint Card—Applicant Type).</li> </ol> </li> </ol>

Table 5-14. United States Army Air Defense Command (USARADCOM) Enlistment Option—Continued

Line	Item	Comment
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT—Continued	Group 16, meet without exception, the school prerequisites established in DA Pam 350-10. ★g. If enlisted with an assignment for on-the-job training at the ARADCOM area of choice in MOS 16K, possess an AE aptitude area score of 100 or higher.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	Applicant must— a. Successfully complete basic combat training, if required (see AR 612-200). b. Successfully complete the training to which assigned. c. Qualify for, and retain, a security clearance. d. Qualify for continued training and/or duty under the provisions of AR 611-15.
6	INFORMATION TO APPLICANTS.	Applicants will be informed of the following: a. The provisions of lines 1 through 5 above. b. That he may indicate in order of preference 3 of the currently available locations from those listed in table 5-14A, one of which will serve as the basis for his initial assignment. The CGUSARADCOM informs recruiting district commanders weekly by electrical message of the metropolitan areas for which enlistments will be accepted and the number of vacancies in each area. c. That acceptance by the CGUSARADCOM is required for enlistment for this option. d. That persons assigned to ARADCOM in the MOS covered by this option are subject to the selection and retention criteria prescribed in AR 611-15 throughout the period of their training and assignment. The applicant will be permitted to review AR 611-15 and his attention will be called specifically to the provisions of section II and paragraph 16, thereof. e. That if accepted for enlistment for ARADCOM, he will be assigned for training and duty in one of the following MOS only. (1) MOS 16B—Hercules Missile Crewman. (2) MOS 16C—Hercules Fire Control Crewman. (3) MOS 16D—Hawk Missile Crewman. (4) MOS 16E—Hawk Missile Fire Control Crewman. (5) MOS 16H—Air Defense Artillery Operations and Intelligence Assistant. ★(6) MOS 16K—Fire Distribution Systems Crewman. ★f. That if he is accepted for training in MOS 16K, he will, upon successful completion of Basic combat training, be assigned directly to the USARADCOM metropolitan area of choice for on-the-job elementary guided missile training. ★g. That if he is accepted for training in MOS 16B, 16C, 16D, 16E, or 16H, he will receive such training at the United States Army Training Center (Air Defense), Fort Bliss, Texas, prior to assignment to the USARADCOM metropolitan area of choice. h. That prior servicemen accepted for enlistment for this option who are already qualified in one of the MOS listed above proceed, after reception station processing, to the unit of assignment designated by the CGUSARADCOM. i. That the training to which an applicant is assigned depends on his individual qualifications and USARADCOM requirements at the metropolitan area of choice selected. j. That missile units of USARADCOM are located in or in proximity to the metropolitan areas shown in table 5-14A. It must be understood by the applicant that these are "area" assignments and are not necessarily within "city limits."