

24 March 1969

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

Line	Item	Comment
6	INFORMATION TO APPLICANTS—Continued	<p>k. Provided ARADCOM SAM units continue to exist in the area, men enlisted for this option who have not previously served with USARADCOM are guaranteed a stabilized tour in their initial size of choice as indicated below:</p> <p>★(1) 14 months—persons assigned to training in MOS 16K. (2) 12 months—persons assigned to training in MOS 16B, 16C, 16D, 16E, and 16H.</p> <p>l. Should all USARADCOM SAM units in the area of initial assignment be relocated or inactivated, men who have not yet completed the stabilized period promised will—</p> <p>(1) Be permitted to select three areas of choice where ARADCOM SAM units with vacancies in their PMOS are located.</p> <p>(2) If they do not make a selection, be reassigned to other ARADCOM units designated by the CGUSARADCOM to complete the period of stabilization remaining in their enlistment commitments.</p> <p>(3) Be required to complete the period for which enlisted.</p> <p>m. That the enlistment commitment of men who have previously served with USARADCOM is considered fulfilled upon their initial assignment to the metropolitan area of choice.</p>
7	OPTION PROCESSING PROCEDURES.	<p>Normal processing procedures except as modified by the provisions of this table.</p> <p>a. Applicant interview:</p> <p>(1) Upon completion of AFEES medical and mental examinations, the Army career counselor will review all relevant documents and interview applicant to establish eligibility for enlistment for this option with particular attention being given to the requirements of AR 611-15.</p> <p>(2) During the interview the counselor will determine and/or verify the following items of personnel data:</p> <p>(a) Name. (b) Grade in which eligible to enlist. (c) Service number, if appropriate. (d) Physical profile serial and code. (e) Period of enlistment. (g) Marital status and number of dependents.</p> <p>★(h) AFQT and AE aptitude area scores (men with no prior Army service)</p> <p>(i) 3 Aptitude area scores of 90 or above (prior Army servicemen). (j) MOS (last primary). (k) Prior guided missile training, if any. (l) MOS awarded upon completion of guided missile training, if any. (m) 3 metropolitan areas of choice in order of preference.</p> <p>b. Obtaining approval for enlistment:</p> <p>(1) When all preliminary processing has been completed, a notice of acceptance and assignment instructions will be requested from the CGUSARADCOM by telephone or message as indicated below. Direct communication between recruiting facilities and USARADCOM is authorized for the purpose of accomplishing enlistments under this option.</p> <p>(a) Telephone for immediate instructions: AUTOVON 348, extensions 2812 or 6067, or Area Code 308, telephone 635-8911.</p> <p>(b) Electrical message for assignments within 48 hours (excluding weekends and holidays) of receipt of request CGUSARADCOM, ATTN: ADGAP-E, Ent Air Force Base, Colorado Springs, Colo.</p>

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

Line	Item	Comment
7	OPTION PROCESSING PROCEDURES—Continued	<p>(2) The information indicated on line 7a(2) above, will be provided in such assignment requests.</p> <p>(3) Enlistment for this option may be accomplished only after receipt of notification of acceptance and assignment instructions from the CGUSARADCOM. These assignment instructions will include—</p> <p>(a) Designation of MOS in which applicant will be trained.</p> <p>(b) Designation of unit and metropolitan area to which applicant will be initially assigned.</p> <p>c. Failure to enlist—</p> <p>(1) Should an applicant for this option fail to enlist after receiving notice of acceptance, a report of his declination will be made to CG, USARADCOM, ATTN: ADGAP-E.</p> <p>(2) Report will include the individual's name and assignment for which accepted.</p>
8	STATEMENTS FOR ENLISTMENT REQUIRED.	Parts I, II, IV, and VI—all applicants. Part III—if appropriate (nonprior service males). Part VI for the United States Air Defense Command Enlistment Option is DA Form 3286-14.
9	RECORD ENTRIES AND ORDERS.	Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:
		<p>a. Orders: Enlistment orders will specify applicant is an enlistee for the USARADCOM Enlistment Option UP table 5-14, AR 601-210 and will include the following additional information:</p> <p>(1) MOS in which training is to be received, or in which being assigned.</p> <p>(2) Initial unit and metropolitan area of assignment upon completion of training, for example: "For initial assignment upon completion of training to the 56th Artillery Brigade (Air Defense), Fort Banks, Massachusetts, for ultimate assignment within or near the Boston-Providence-Hartford metropolitan area as the commander thereat may direct."</p> <p>b. DD Form 4 (Enlistment Contract—Armed Forces of the United States):</p> <p>(1) Item 12: Table 5-14, AR 601-210.</p> <p>(2) Item 48: USARADCOM Enlistment Option for assignment to (unit) within or near (metropolitan area).</p> <p>(3) Item 56: Ref Item 48: USARADCOM notice of acceptance per (enter appropriate authority):</p> <p>(a) Phone RMS (individual)—USARADCOM (individual) (date)</p> <p>(b) USARADCOM MCG (number) (date).</p> <p>(c) USARADCOM Ltr (subject) date.</p> <p>c. DA Form 3285 (Enlistment Promise): On face of form:</p> <p>(1) After "Army regulation" enter "AR 601-210, table 5-14."</p> <p>(2) After "enlistment option of" enter "USARADCOM with assignment to (unit) within or near the (area) metropolitan area."</p>

★Table 5-14A. USARADCOM Metropolitan Areas of Choice

Line	Metropolitan area
1	Boston, Mass.—Providence, R. I.—Hartford, Conn.
2	Chicago, Ill.—Gary, Indiana
3	Cincinnati, Ohio
4	Cleveland, Ohio
5	Detroit, Mich.

24 March 1969

Table 5-14A. USARADCOM Metropolitan Areas of Choice—Continued

Line	Metropolitan area
6	Key West, Fla.
7	Los Angeles, Calif.
8	Miami, Fla.—Homestead, Fla.
9	Milwaukee, Wis.—Chicago, Ill.
10	Minneapolis, Minn.—St. Paul, Minn.
11	New York, N. Y.
12	Niagara, N. Y.—Buffalo, N. Y.
13	Norfolk, Va.
14	Philadelphia, Pa.
15	Pittsburgh, Pa.
16	San Francisco, Calif.
17	Seattle, Wash.
18	Washington, D.C.—Baltimore, Md.

Table 5-15. Bandsman Enlistment Option

Line	Item	Comment
1	NAME OF OPTION -----	Bandsman Enlistment Option.
2	DESCRIPTION OF OPTION	Promises initial assignment to the Army band of choice or to an Army Band Unassigned provided required prerequisites are met.
3	AVAILABLE TO -----	Male applicants enlisting for 3, 4, 5, or 6 year periods who— <ol style="list-style-type: none"> Are eligible for appointment to pay grade E-6 or below upon enlistment, and Have no prior service in any of the Armed Forces, or Have 4 or less years' service for pay completed in any of the Armed Forces, or Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years of service completed.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.	Applicant must— <ol style="list-style-type: none"> Meet basic eligibility requirements for enlistment as modified by the provisions of this table. Meet the bandsman technical proficiency requirements prescribed by the CG, USCONARC. Be auditioned by an Active Army bandmaster from whom a letter of recommendation is required. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in table 2-5. Meet the requirements of AR 614-3 if applying for the U.S. Army Band.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	Applicant must— <ol style="list-style-type: none"> Successfully complete basic combat training, if required. Successfully complete any bandsman training to which assigned. Qualify for retention in bandsman assignment by satisfactory performance of duty and technical competence.

★Table 5-18. CONUS Station of Choice Reenlistment Option for Oversea Returnees

Line	Item	Comment
1	NAME OF OPTION	CONUS Station of Choice Reenlistment Option for Oversea Returnees.
2	DESCRIPTION OF OPTION.	Promises to qualified applicants initial duty assignment to the CONUS Station or Area of choice.
3	AVAILABLE TO	Male and female applicants enlisting for 4, 5, or 6 year periods who are eligible for appointment to pay grade E-6 or below upon enlistment, and— a. Have been credited with completion of a normal oversea tour and apply for enlistment within 3 months from date of last separation from the Army, and b. Have 4 years or less service for pay completed.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.	Applicant must— a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in tables 2-4 and 2-5. c. Be qualified in an MOS for which a requirement exists at the CONUS station or area for which applying. d. Have no assignment limitation which would preclude assignment to the station or area of choice.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT.	Applicant must retain qualifications for assignment to the station or area for which enlisted.
6	INFORMATION TO APPLICANTS.	Applicant will be— a. Informed of the provisions of lines 1 through 5 above. b. Informed of the complete procedure for enlisting for this option. c. Informed that this option guarantees a 12-month stabilized tour of duty at the station of choice. d. That the unit or organization to which he may be scheduled for assignment does not constitute a part of the enlistment commitment and that military necessity may require his assignment to another unit or organization in the area or at the station for which enlisting.
7	OPTION PROCESSING PROCEDURES.	Normal processing procedures except as modified by the provisions of this table. a. <i>Determination of eligibility</i> — (1) Upon completion of any required AFMCS medical and mental examinations, the Army career counselor will review all relevant documents and interview the applicant to establish eligibility for enlistment for this option. (2) During the interview, the counselor will determine and/or verify the items of personnel data required by AR 614-205 and the following: (a) Additional awarded MOS. (b) Desired assignment (three choices, in order of preference). (c) Oversea area from which last returned, date of return, and number of months service, if applicable. (d) Physical profile code. b. <i>Obtaining assignment instructions</i> — (1) When all preliminary processing has been completed, assignment instructions must be requested from the Chief of Personnel Operations. Direct communications between recruiting activities and the Office of Personnel Operations is authorized for the purpose of accomplishing enlistments under this option.

24 March 1969

Table 5-18. CONUS Station of Choice Reenlistment Option for Oversea Returnees—Continued

Line	Item	Comment
7	OPTION PROCESSING PROCEDURES—Continued	<ul style="list-style-type: none"> (a) In CONUS, collect telephonic requests may be made to Area Code 202, Oxford 57291. (b) Communications from oversea commands will be by electrical message addressed to the Chief of Personnel Operations, ATTN: EPADR-I. (2) Requests for assignment instructions will not be made earlier than 30 days prior to anticipated date of enlistment. (3) The personnel data required by AR 614-205 and line 7a(2) above, will be reported in request for assignment instructions. (4) The Office of Personnel Operations will approve or disapprove the request based on requirements of the station or area requested. When a request is approved, the counselor will be certain that he has obtained the following information: <ul style="list-style-type: none"> (a) Assignment Control Number (ACN). This number will be used in enlistment orders and recorded on DD Form 4 as prescribed by line 9, below. (b) CONUS station for which assignment is approved. (c) Name of individual in OPO approving request and date of approval. <p>c. <i>Failure to Enlist</i>—</p> <ul style="list-style-type: none"> (1) Unused assignment instructions will be reported to OPO, ATTN: EPADR-I, for cancellation as soon as possible and in every case no later than 15 days after the 30-day period for which authorized. (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. (3) Reports of cancellation will include the individual's name and the (ACN).
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, CONUS Station of Choice Reenlistment Option for Oversea Returnees, DA Form 3286-25.</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> <ul style="list-style-type: none"> a. Orders: Enlistment orders will specify applicant is an enlistee for the CONUS Station of Choice Reenlistment Option for Oversea Returnees UP tables 5-18, AR 601-210, and include additional information as follows: <ul style="list-style-type: none"> (1) Assignment Control Number (ACN). (2) DA Instrument of authorization. (3) Date of authorization. (4) CONUS station and organization or unit to which assigned. (5) The following statement: "In accordance with the provisions of AR 640-10, preparation of all personnel records will be accomplished by the gaining unit." b. DD Form 4 (Enlistment Contract—Armed Forces of the United States): <ul style="list-style-type: none"> (1) Item 12: Table 5-18, AR 601-210. (2) Item 48: CONUS Station of Choice Reenlistment Option for Oversea Returnees with initial assignment to (specify station or area). Organization of assignment will not be indicated on DD Form 4. (3) Item 56: Ref Item 48: Authorization for initial assignment ACN (number) per (OPO individual authorizing assignment) (date).

CHAPTER 6

PREPARATION OF RECORDS AND FORMS

Section I. GENERAL

6-1. General. This chapter provides instructions for the preparation and disposition of various records and forms initiated for applicants for enlistment in the Regular Army. The need for accuracy and completeness in the preparation of these documents cannot be overemphasized. All persons sharing in the responsibility for the preparation, custody, and transmission of these documents must be impressed with the importance of this function.

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

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

6-2. Return of personal document and disposition of x-rays. *a.* In the course of establishing eligibility for enlistment, applicants are frequently required to present personal documents in substantiation. These documents should be returned to the applicant as soon as they have served their purpose. Discharge certificates and reports of separation in the possession of the enlisting officer will be returned to applicant without delay.

b. X-ray films of accepted applicants made as a part of enlistment medical examinations will be arranged in service number sequence and will be forwarded on a current basis (i.e., daily or weekly) to the Federal Records Center, GSA, 111 Winnebago Street, St. Louis, Mo. 63118, as prescribed in AR 345-210. X-ray films of rejected applicants will be disposed of in accordance with AR 345-210.

Section II. MISCELLANEOUS FORMS, RECORDS, AND REPORTS

6-3. DA Form 3285 (Enlistment Promise). The Enlistment Promise will be prepared for each applicant from civilian life enlisting in the Regular Army for the first time. The card will be completed by the Army Career Counselor who conducts the final counseling of the applicant or by another individual designated by the appropriate commander. The card will be presented to the individual after his enlistment has been consummated. He will be told specifically that the card does not take precedence over the "Statements for Enlistment" he is required to complete. The Enlistment Promise Card will be completed as follows:

a. Enter full name of applicant in the first blank line on face of form.

b. Enter the number of the appropriate regulation (e.g., AR 601-210) in the blank following "Army Regulation."

c. Following the words "with an initial enlistment option of" enter the proper code designator and title of the enlistment option, e.g., "Army Career Group 71—Administration" or "Track Vehicle Mechanic—611-63C20." The unused portion of the two blank lines will be blocked by a ruled line or lines, drawn so as to preclude unauthorized additions to the stated commitment.

d. "Date" on the card will be the date of enlistment.

e. Signature will be that of the Career Counselor, or the individual designated by the appro-

24 March 1969

priate commander. This signature constitutes a verification that the applicant is fully qualified for the enlistment option selected and that the availability of the option has been confirmed.

6-4. Statements for enlistment. Execution of the Statements for Enlistment (Parts I-VI) constitutes an important part of the enlistment processing. Unless otherwise prescribed for a specific option, these statements will be prepared and signed in duplicate and will be securely fastened to the original and duplicate copies of DD Form 4. The statements are designed to preclude the possibility of erroneous enlistments, broken enlistment commitments, and misunderstandings concerning entitlements, assignments, and other matters relating to the enlistment contract. The Statements for Understanding consist of six parts as follows:

a. Part I—General Statement of Understanding (DA Form 3286). This part will be completed by all applicants, male and female, with or without prior service, who enlist in the Regular Army.

b. Part II—Statement of Law Violations and Previous Conditions (DA Form 3268). This part will be completed by all applicants, male and female, with or without prior service, who enlist in the Regular Army.

★c. Part III—Acknowledgment of Service Obligation Under Military Selective Service Act of 1967 (DA Form 3286). This part is applicable to all male applicants who have not previously incurred a service obligation under the UMT&S Act as amended or the Military Selective Service Act of 1967.

d. Part IV—Dependency Statement (DA Form 3286). This part will be completed by all applicants, male and female, with or without prior service, who enlists in the Regular Army.

e. Part V—Marriage Statement (DA Form 3286). This part will be completed by all female applicants, with or without prior service, who enlist in the Regular Army.

f. Part VI—(Specific option as indicated in chapter 5) (DA Forms 3286-1 through 3286-25). Part VI consists of a statement of understanding pertaining to the specific option for which the applicant is enlisting. It outlines the conditions of the commitment being made to include a precise statement of the requirements

the individual must fulfill in order for the promise to be kept. The purpose of Item 2, Part VI is to ascertain all promises or agreements not included in the printed portion or Parts I-VI or which are inconsistent therewith. If the applicant writes other than "none, except as indicated above" and the printed word "END" in this item, he will not be enlisted.

★6-5. DA Form 41 (Record of Emergency Data). This form will be initiated in accordance with instructions contained in AR 600-10. It will be prepared in final form by the AFEES for each individual enlisting in the Regular Army. The original (card) will be held at the AFEES for 24 hours after the individual has departed for the reception station and then will be forwarded promptly to the Chief, Casualty Division, TAGO, Department of the Army, Washington, D.C. 20315. Letter of transmittal is not required. The duplicate (yellow paper) will be attached to the duplicate of the enlistment contract.

6-6. DD Form 53 (Notification of Entry into Active Military Service). This form will be prepared for each applicant, male or female, with or without prior service, who enlist in the Regular Army. The form will be prepared by the AFEES in accordance with instructions contained in AR 601-49.

6-7. DD Form 98 (Armed Forces Security Questionnaire). This form will be completed by all applicants, male and female, with and without prior service, who enlist in the Regular Army. The form will be completed in accordance with instructions contained in AR 604-10 prior to execution of the oath of enlistment.

a. Each applicant will be given the orientation prescribed by AR 601-270. Such additional explanation as may be necessary will be afforded those applicants who have questions as to the meaning of any part of the form. Following the orientation, each individual will be directed to read the entire contents of DD Form 98 and to answer all questions in Part IV by checking "yes" or "no" block beside each question. All entries on the DD Form 98 will be in the individual's own handwriting except where use of typed entries is specified.

d. Insure that no promises have been made to applicants, either direct or implied, which cannot be substantiated by appropriate regulations. If it is found that applicants have any misunderstanding about the extent of their full enlistment commitment, a detailed explanation will be furnished by the enlisting officer.

e. Administer the oath of enlistment (para 4-25).

6-11. Preparation instructions. The DD Form 4 (Enlistment Contract—Armed Forces of the United States) normally will be prepared in triplicate. It will be prepared in quadruplicate when the applicant is a member of a Reserve component of any of the Armed Forces. It will be prepared in quintuplicate when the applicant is a member of the Army or Air National Guard. An additional copy of the enlistment contract (DD Form 4) will be prepared for applicants enlisted under the Medically Remedial Program (AR 601-221), Procurement Program Number (PPN) "JM," and forwarded direct to: The Adjutant General, ATTN: AGRZ-PD, Department of the Army, Washington, D.C. 20310.

a. Blue-black or black ink, typewriter, or automatic writing machine equipment will be used in preparation of the enlistment contract. The utmost care will be exercised in the preparation of the form in order to eliminate the need for subsequent correction. Any corrections and/or erasures will be initialed by the applicant and by the enlisting officer.

b. Each item will be completed in full as indicated in table 6-1 and the abbreviation NA (not applicable) will be used where appropriate.

c. Overprinting of fixed information on DD Form 4 may be accomplished as prescribed in AR 310-1. The use of rubber stamps is also permitted; however, the use of facsimile rubber stamp signatures is prohibited. Overprinting or the use of rubber stamps is optional. When accomplished, however, it will be limited to the following entries:

(1) Upper left corner. Initial reception station to which the individual is to be shipped may be rubber stamped.

(2) Items 4, 9, and 15. Branch/Class and Component; Name & Location of Activity Ef-

fecting Enlistment/Reenlistment/Induction; and, Accepted At, may be overprinted or rubber stamped.

(3) Item 59. Typed Name, Grade/Rank, and Organization of Enlisting Officer may be overprinted or rubber stamped.

6-12. Disposition instructions. Disposition of the enlistment contract and accompanying forms will be made as follows:

a. *Original.* The original enlistment contract will be inscribed or stamped in the upper left corner with the name of the reception station or other first duty station and will be attached to the morning report and forwarded to the serving data processing unit, as prescribed in AR 335-60, together with the following forms and statements securely fastened thereto:

(1) Originals of SF 88 and SF 89 or DA Form 1811.

(2) Statements for Enlistment.

(3) Copy of special or letter orders.

(4) Other documents as may be prescribed in specific instances (e.g., Applicant's Statement of Name Change (DA Form 3284-R)).

b. *Duplicate copy.* The duplicate copy of the enlistment contract, with required forms and statements indicated below securely fastened thereto, will be hand-carried to the reception station or other first duty station by the enlistee or group leaders, as appropriate.

(1) Duplicate copy of SF 88 and 89 or DA Form 1811

(2) Duplicate copy of DA Form 41 (yellow paper).

(3) DA Form 6022 or DA Form 6040, if appropriate.

(4) Duplicate copy of Statements For Enlistment.

(5) Two copies of special or letter orders. One copy of the orders will also be mailed directly to the gaining reception station or other first duty station.

(6) Pencil copy of completed DD Form 398.

(7) Original copy of DD Form 98.

(8) Other documents as may be prescribed in specific instances.

★c. *TriPLICATE copy.* The triplicate copy of the enlistment contract will be held in the Re-

24 March 1969

cruiting Main Station for 1 year, cutoff in 6-month increments, and then destroyed. Under no circumstances will the triplicate copy be forwarded to Headquarters, Department of the Army.

d. Quadruplicate copy. The quadruplicate copy of the enlistment contract (to be prepared only if enlistee is a member of a Reserve component) will be forwarded to the appropriate authority listed in section IX, chapter 4. When required by section IX, chapter 4, the enlistment contract will be accompanied by a DD Form 368 (Request for Discharge or Clearance from Reserve Component).

e. Quintuplicate copy. The quintuplicate copy (to be prepared only if enlistee is a member of the Army or Air National Guard) will be forwarded to the appropriate State adjutant general together with a copy of the DD Form 368 when required by section IX, chapter 4.

f. Rejected applicants. The enlistment contract of rejected applicants will be marked "Rejected" at the top of the front page, signed by the applicant, and witnessed under item 55. Disposition of these records will be in accordance with AR 345-210.

Note. Slash all "0" representing numeric data reporting on DD Form 4.

Table 6-1. Instructions for Completing DD Form 4 (Enlistment-Contract-Armed Forces of the United States)

Item	Entry	Reference:
1 SERVICE NUMBER:		AR 600-2
a.	Enter the service number, with prefix, assigned to the individual. Do not space between the prefix and the first digit or between digits.	
b.	The service number originally assigned to an enlisted person in the Army National Guard, Air National Guard, AUS, RA, USAF, AFUS, USAR, or USAF Reserve will be retained or reassigned to the individual with appropriate prefix upon enlistment or reenlistment in the Regular Army.	
c.	SAMPLE ENTRY: RA14328782	
2 HIGHEST SCHOOL GRADE COMPLETED:		Reference: None
a.	Enter from b below the appropriate code for civilian education level.	
b.	Codes for reporting civilian education level:	

Designation	Code
No formal education	Ø
1 year elementary school completed	1
2 years elementary school completed	2
3 years elementary school completed	3
4 years elementary school completed	4
5 years elementary school completed	5
6 years elementary school completed	6
7 years elementary school completed	7
8 years elementary school completed	8
1 year high school (9th Grade) completed	A
2 years high school (10th Grade) completed	B
3 years high school (11th Grade) completed	C
4 years high school (12th Grade) completed (did not graduate from high school).	D
High school graduate (this code will be used to indicate high school graduate without regard to number of years of high school completed).	E

CHANGE
No. 1

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, D.C., 28 June 1968

PERSONNEL PROCUREMENT
REGULAR ARMY ENLISTMENT PROGRAM

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

1. Changed material is indicated by a star.
2. The following pen-and-ink changes will be made:
 - a. Page iv. Table 5-7, Oversea Command Enlistment Option, is deleted.
 - b. Page iv. Table 5-9, CONUS Station or Area Enlistment, is deleted.
3. Remove old pages and insert revised pages as indicated below.

<i>Remove pages—</i>	<i>Insert pages—</i>
5-23 and 5-24.....	5-23.
5-27 through 5-30.....	5-27 and 5-28.
6-15 and 6-16.....	6-15 and 6-16.

4. This transmittal should be filed 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 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:

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

Official:

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

Distribution:

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

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. DD Form 4: (Enlistment Contract—Armed Forces of the United States):</p> <ol style="list-style-type: none"> (1) Item 12: Table 5-6, AR 601-210. (2) Item 48: MOS Producing Army Service School Option for (course title) (course number). (3) Item 56: Ref Item 48: Class quota authorized by SQN (number) per (name of individual at OPO authorizing enlistment) (date).

★ 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	Male and female applicants enlisting for 4, 5, or 6 year periods who are eligible for appointment to pay grade E-6 or below upon enlistment, and:
		<ol style="list-style-type: none"> a. Have prior Army service and apply for enlistment within 3 months from date of last separation from the Army, and b. Have 4 or less years service for pay completed, or c. Are members of the USAR or NGUS enlisting in the Regular Army for the first time regardless of the maximum number of years of service completed, or 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.
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT	<p>Applicant must:</p> <ol style="list-style-type: none"> a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table. b. Qualify as a volunteer for oversea service under the provisions of AR 614-30. 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. d. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in Tables 2-4 and 2-5. e. Be qualified in an MOS for which an oversea requirement exists. f. Have no assignment limitation which would preclude assignment to the oversea area selected. <ol style="list-style-type: none"> 1. Applicant must retain qualifications for assignment to the oversea area for which enlisted. 2. For non-U.S. citizens, completion of a background investigation with favorable recommendation for oversea assignment is required.
5	PREREQUISITES WHICH MUST BE MET AFTER ENLISTMENT	

[Next page is 5-25]

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 applicant 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> <ul style="list-style-type: none"> (a) Assignment Control Number (ACN). (b) DA Instrument of authorization. (c) Date of authorization. (d) Oversea area and/or organization to which destined for assignment. <p>(2) For enlistees desiring to request concurrent travel, orders will:</p> <ul style="list-style-type: none"> (a) Assign enlistee to nearest U.S. Army Reception Station. (b) Specify that processing UP AR 55-46 is required. <p>(3) For enlistees who are ineligible for or who do not desire to request concurrent travel, orders will:</p> <ul style="list-style-type: none"> (a) Assign enlistee directly to the specific oversea organization for which enlistment was authorized. (b) Direct him to depart immediately upon enlistment for the appropriate activity listed in (4) below. <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> <ul style="list-style-type: none"> (a) Enlistees destined for U.S. Army Alaska and Eighth U.S. Army (Korea): U.S. Army Oversea Replacement Station, Fort Lewis, Washington. (b) Enlistees destined for U.S. Army Forces Southern Command: U.S. Army Reception Station, Fort Jackson, South Carolina. (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>b. <i>DD Form 4</i>: (Enlistment Contract—Armed Forces of the United States):</p> <ul style="list-style-type: none"> (1) Item 12: Table 5-8, AR 601-210. (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.) (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.)

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

28 June 1968

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: <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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 80 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: <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> a. The provisions of lines 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>Knesbender</td> <td>80 (2 minute period)</td> </tr> <tr> <td>Situps</td> <td>20</td> </tr> <tr> <td>Pushups</td> <td>22</td> </tr> </table> <p>Endurance Run.....1 mile completed in 8½ minutes or less.</p> <ul style="list-style-type: none"> 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	Knesbender	80 (2 minute period)	Situps	20	Pushups	22
Chinups	6									
Knesbender	80 (2 minute period)									
Situps	20									
Pushups	22									

[Next page is 5-31]

Table 6-1. Instructions for Completing DD Form 4 (Enlistment-Contract-Armed Forces of the United States)—Continued

Item	Entry	
	be shown parenthetically between city or town and state. Where a community is designated an independent city, the abbreviation "Ind C" will be shown parenthetically in lieu of county or parish.	
b. SAMPLE ENTRIES:	1234 East St., Balmora (Adams) Idaho 82104. 1221 Oak St., Roanoke (Ind C) Va. 23402.	
42 BASIC PAY ENTRY DATE/ PAY ENTRY BASE DATE:	Reference: Chapter 1, Part One, DODPM	
a.	For persons with no prior service, the BPED is the date of enlistment.	
b.	For prior service personnel with verified service in Items 40 and 48, compute the BPED in accordance with Chapter 1, Part One, DODPM, and enter the date in the following order: day, month, year.	
c.	For prior service personnel with unverified service enter "00" for day, month, and year. The BPED for such persons will be established by the active Army unit of assignment upon verification of service.	
d. SAMPLE ENTRY:	[05/Jan/67].	
43 TOTAL INACTIVE FEDERAL SERVICE:	Reference: Chapter 1, Part One, DODPM; Chapter 2, AR 37-104-2; Chapter 1, AR 37-125.	
a.	For persons with no prior service and prior service personnel with no inactive Federal Service, enter NA.	
b.	For prior service personnel with verified inactive service, enter in the appropriate spaces, the number of years, months, and days of such service.	
c.	For prior service personnel with unverified inactive service, enter "00" for day, month, and year. Such service will be verified by the active Army unit of assignment.	
d. SAMPLE ENTRY:	2 years 9 months 2 days.	
44 MENTAL TEST SCORES:	Reference: None	
a. Non-prior service personnel.		
(1)	Enter all AQB, ACB, or WACB test scores from DA Form 6022 or DA Form 6040, if administered at AFEEES.	
(2)	Other tests administered at the AFEEES, e.g., OCT, ARWAB, will also be entered.	
(3)	If additional space is required continue entry in Remarks, Item 56.	
b. Prior service personnel.		
(1)	Enter all AQB, ACB, or WACB test scores from DA Form 6022 or DA Form 6040, if administered at AFEEES.	
(2)	For persons reenlisting within one year from date of separation and who possess DA Form 1811, enter AQB, ACB, or WACB test scores from DA Form 1811.	
(3)	If tests were not administered by AFEEES and there is no record of prior testing available, enter N/A.	
c. SAMPLE ENTRIES:	MM 135; EL 124; GT 120.	
45 SEX:	Reference: None	
Enter "M" for male, "F" for female.		
46 RACE:	Reference: None	
a. Race entries will be limited to one of the following:		
Designation	Abbreviation	Code
Caucasian	CAU	C
Negroid	NEG	N
Other	OTHER	X
Unknown	UNK	Z
b. SAMPLE ENTRIES:	C, N, X.	

Item *Entry*
 Table 6-1. Instructions for Completing DD Form 4 (Enlistment—Contract—Armed Forces of the United States—Continued)

- 47 DATA PROCESSING CODE:
 Enter NA.
- 48 UNTITLED ITEM: Reference: None
 a. Enter enlistment option to reflect the initial assignment or specific assignment and/or training authorized for enlistment under specific programs outlined in chapter 5, AR 601-210 or other special recruiting directives.
 b. The entry in this item and that which the enlistee writes in Part VI—Statements for Enlistment must be identical.
 c. SAMPLE ENTRIES:
 (1) If reenlisted to fill own vacancy enter:
REENL FOR PRESENT DUTY ASSIGNMENT
 (2) If enlisted/reenlisted for Regular Army without an option, enter, as appropriate:
REGULAR ARMY or REGULAR ARMY-WAC
 (3) If enlisted/reenlisted for an Army Career Group or School course of choice:
ARMY CAREER GROUP 11 Infantry-Armor CRS 646-427.1—Aircraft Armament Repair
- 49 PRIOR SERVICE: Reference: None
 a. In this item enter only information relative to that period of service covered by enlistee's latest DD Form 214 (Armed Forces of the United States Report of Transfer or Discharge).
 b. In each of the following cases, the Armed Force, component, service number, and the phrase "No Active Fed Svc" will be entered:
 (1) For those enlistees whose only prior active service was a short period of active duty training (other than that performed on an authorized RFA 55 or REP program) not exceeding 90 days.
 (2) For those enlistees with previous service in the National Guard or another Reserve component during which no active duty was performed.
 c. SAMPLE ENTRY: None.
- ★50 No entries required.
- 51 No entries required.
- ★52 No entries required.
- ★53 Enter "or such other period authorized by law." at the end of the item following the word "thereafter" on 1 Aug 66 edition of DD Form 4.
- 54 UNTITLED ITEM: Reference: None
 Complete statement by entering in the space provided after the word "indicated," the words "in attached Statements for Enlistment."
- 55 UNTITLED ITEM: Reference: None
 a. *Signature of Applicant:*
 (1) The applicant will affix his signature in the space provided on the right side of the form "Signature of Applicant."
 (2) The applicant will sign his full name using the same names as are entered in Item 5 and in the following order: first name, middle name(s), and last name.
 b. *Signature of Witness:*
 (1) The witness will be a member of the Armed Forces.
 (2) The witness will observe the applicant sign his name prior to signing in the witness space.
 (3) The witness will affix his signature in the space provided on the left side of the form "Signature of Witness."