

CHANGE  
No. 2

HEADQUARTERS  
DEPARTMENT OF THE ARMY  
WASHINGTON, D.C., 29 August 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. Remove old pages and insert revised pages as indicated below.

<i>Remove pages—</i>	<i>Insert pages—</i>
iii and iv	iii and iv
2-3 through 2-6	2-3 through 2-6
2-11 and 2-12	2-8.1
2-17 through 2-19	2-11 and 2-12
4-5 through 4-8	2-17 through 2-19
4-19 and 4-20	4-5 through 4-8
5-1 and 5-2	4-19 and 4-20
5-15 through 5-20	5-1 through 5-2.1
5-43 and 5-44	5-15 through 5-20
6-1 and 6-2	5-43 and 5-44
6-13 and 6-14	6-1 through 6-2
	6-13 and 6-14

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

The proponent agency of this regulation is the Office of 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:

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Distribution:

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*\*This change supersedes those portions of DA message 867497, 10 June 1968, applicable to Army enlistees.*

TAGO 228A—August 340-406—68

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**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 (2) Present evidence that she has successfully completed the High School Level General Education Development (GED) Test.	Waivers not considered.
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.	(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	PRIOR SERVICE CLEARANCE.	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.
d	MORAL AND OTHER AD- MINIS- TRATIVE CRITERIA. See tables 2-4, -5, -6, and 2-7.			

**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:	(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:	(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,

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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
a AGE—Continued		<p>(a) Have a minimum of 3 years honorable active service in any of the Armed Forces, at least 3 months of which must have been served in the Army, and</p> <p>(b) Be an age that is no greater than 35 plus the number of years of prior honorable active Federal service completed.</p> <p>(3) Be considered exempt from above age requirements if he can qualify for retirement by age 60 and if he is not age 55 or older with 20 or more years of active Federal service provided he is in one of the following categories:</p> <p>(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.</p> <p>(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.</p>	<p>(a) Have a minimum of 3 years honorable active service in any of the Armed Forces, at least 3 months of which must have been served in the Army, and</p> <p>(b) Be an age that is no greater than 35 plus the number of years of prior honorable active Federal service completed.</p> <p>(3) Be considered exempt from above age requirements if she can qualify for retirement by age 60 and if she is not age 55 or older with 20 or more years of active Federal service provided she is in one of the following categories:</p> <p>(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.</p> <p>(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.</p>	see section II, chapter 3.
b CITIZENSHIP		<p>(1) Be a citizen of the United States, or</p> <p>(2) Be an alien who has been lawfully admitted to the United States for permanent residence.</p>	<p>(1) Be a citizen of the United States, or</p> <p>(2) Be an alien who has been lawfully admitted to the United States for permanent residence.</p>	Waivers not considered.
c MENTAL REQUIREMENTS.		<p>(1) Attain scores of 90 or above on any three or more aptitude areas of the ACB or AQB, or</p> <p>(2) Qualify for exemption from above requirement because he:</p> <p>(a) Has been awarded the Medal of Honor, or</p>	<p>(1) Attain minimum raw score of 30 or above on AFWST-5 or 34 or above on AFWST-6, and</p> <p>(2) Attain scores of 90 or above on 2 or more aptitude areas of the WACB or ACB.</p>	<p>(1) Test scores recorded on DA Form 1811 will be utilized in lieu of administering EST, AFQQT, ACB, AQB, WEST, AFWST, or WACB, pro-</p>

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

Item	Criteria	Male applicant must—	Female applicant must—	Notes
c	MENTAL REQUIREMENTS—Continued	<ul style="list-style-type: none"> <li>(b) Has been awarded the Distinguished Service Cross, Navy Cross, or Silver Star Medal and has not completed 20 years of active Federal Service, or</li> <li>(c) Is a partially disabled combat-wounded veteran who has not completed 20 years of active Federal service.</li> </ul>		<ul style="list-style-type: none"> <li>vided enlistment is accomplished within 1 year of separation date recorded on DA Form 1811.</li> </ul>
d	EDUCATION-----	Meet educational requirements of specific option.	<ul style="list-style-type: none"> <li>(1) Have completed a minimum of 2 years of high school, or</li> <li>(2) Present evidence that she has successfully completed the high school level GED Test.</li> </ul>	<ul style="list-style-type: none"> <li>(2) For administration of tests and retests, see section III, chapter 4.</li> <li>(3) Waivers not considered.</li> </ul> <p>Waivers not considered.</p>
	MEDICAL-----	<ul style="list-style-type: none"> <li>(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.</li> <li>(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.</li> <li>(3) Meet any additional requirements prescribed for the specific option for which enlisting.</li> <li>(4) If removed from the Temporary Disability Retired List (TDRL) qualify as indicated in section XI, chapter 4.</li> <li>(5) If a partially disabled combat-wounded veteran, qualify as indicated in section X, chapter 4.</li> </ul>	<ul style="list-style-type: none"> <li>(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.</li> <li>(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.</li> <li>(3) Meet any additional requirements prescribed for the specific option for which enlisting.</li> <li>(4) If removed from the Temporary Disability Retired List (TDRL), qualify as indicated in section XI, chapter 4.</li> <li>(5) If a partially disabled combat-wounded veteran, qualify as indicated in section X, chapter 4.</li> </ul>	<ul style="list-style-type: none"> <li>(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.</li> <li>(2) For waiver of medical requirements, see section II, chapter 3.</li> </ul>
f	MARITAL STATUS.	Immaterial.	Immaterial.	
★g	DEPENDENTS-----	<ul style="list-style-type: none"> <li>(1) Not have more than 2 dependents if eligible for pay grades E-1 through E-3 upon enlistment.</li> </ul>	<ul style="list-style-type: none"> <li>(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.</li> </ul>	<ul style="list-style-type: none"> <li>(1) In exceptionally meritorious cases, waiver of this criterion may be considered.</li> </ul>

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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
★g	DEPENDENTS—Continued	(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, -5, -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 disqualifying except that offenses not

Line	Disqualification
B-----	previously revealed, regardless of date of commission, are also disqualifying.) 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 2-4 and table. See paragraph 3-8a(5) for definitions of quoted terms.

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

Line		N	P	S	P
		P	S	M	S
	M	F	M	F	
★ 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

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inclusive list of felonies valid for all states. The above list is intended as a guide. Offenses of comparable seriousness should be treated as felonies. In doubtful cases, the following rule should be applied: if the maximum confinement under local law exceeds 1 year, the offense should be treated as a felony.

**2-6. Nonwaivable Moral and Administrative Disqualifications.** Waivers are not considered and will not be requested. Disqualifications listed in the following table are applicable to all categories of personnel.

Table 2-6. Applicants Ineligible To Enlist—No Waivers Considered

Line	Any of the conditions indicated by an "X" is disqualifying for enlistment if applicant is—	How to read this table. Example: If applicant is prior service male (line 3), then rule 3 applies				Rule
		N P S M	N P S F	P S M	P S F	
1	2	3	4			
1	Nonprior service—male	Yes				
2	Nonprior service—female		Yes			
3	Prior Service—male			Yes		
4	Prior Service—female				Yes	
A	Intoxicated or under the influence of alcohol or drugs	X	X	X	X	
B	Insane	X	X	X	X	
C	Having a history of psychotic disorders	X	X	X	X	
D	Questionable moral character, history of antisocial behavior, alcoholism, drug addiction, or sexual perversion	X	X	X	X	
E	Not accepted for military service pursuant to AR 40-501 because of venereal disease	X		X		
F	Having a history of venereal disease		X		X	
G	Previously separated for unfitness or unsuitability (AR 615-368, AR 615-369, AR 635-208, AR 635-209, AR 635-212)		X		X	
II	Previously separated for unfitness or unsuitability with 18 or more years of service completed	X		X		
I	Conscientious objector or person with religious convictions which preclude unrestricted assignments	X	X	X	X	
J	Under orders to report for induction unless released upon request of registrant	X		X		
K	Selective Service registrant classified as 1-A-0, IV-F, or 1-Y by reason of moral or medical grounds	X		X		
L	Persons who have received severance pay			X	X	
M	Applicants for retirement and persons receiving retired, retirement, or retainer pay except for combat-wounded personnel (see X, ch 4). (This prohibition is not applicable to reservists who are members of the Retired Reserve and who are not receiving retired, retirement, or retainer pay.)			X	X	
N	Persons unable to present written evidence of prior service claimed until such service has been verified			X	X	
O	Married, unless they have prior Army service. (Prohibition does not apply to widowed, divorced, or legally separated persons)		X		X	
P	Having in excess of 30 days lost time during last period of service				X	
★Q	Has had a pregnancy while unmarried		X		X	

See footnotes at end of table.

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Table 2-6. Applicants Ineligible To Enlist—No Waivers Considered—Continued

L i n e	Any of the conditions indicated by an "X" is disqualifying for enlistment if applicant is—	How to read this table. Example: If applicant is prior service male (line 3), then rule 3 applies	Rule			
			N P S M	N P S F	P S M	P S F
1	2	3	4			
R	Having any legal or other responsibility for the custody, control care, maintenance, or support, of a child, stepchild, or foster child under 18 years of age. ("Other responsibility" may include being a foster parent or custodian of such a child.)	—	X	—	X	
S	Enlistment not clearly consistent with interest of national security under AR 604-10, or who refuse to sign DD Form 98 or DD Form 398. See chapter 6.	X	X	X	X	
T	Persons with prior Army service who signed a statement of intent to reenlist subsequent to 1 November 1963, received services based on the statement (such as transportation of dependents, movement of household goods or automobile) then at expiration of term of service (ETS), declined to enlist.	—	—	X	X	
U	Last separated from the Navy, Marine Corps, Air Force, or Coast Guard, either active or inactive, with other than an honorable or general discharge.	X	—	X		
V	Last report of separation from their former service indicates that they are ineligible to reenlist in that service for any reason other than time lost.	X	X	X	X	
W	Persons last separated from any Armed Force for other reasons similar to those listed in this table and table 2-7.	X	X	X	X	
X	Criminal or juvenile court charges filed or pending against them by civil authorities. (See footnote to this table).	X	X	X	X	
Y	Persons under civil restraint such as parole, probation, or suspended sentence, except type of restraint exempted in table 2-5.	X	X	X	X	
Z	The subject of an initial civil court conviction or initial adverse juvenile adjudication for any offenses other than minor traffic offenses or juvenile or youthful offenses.	—	X	—	X	

Note. Line "X" above includes—

1. Persons who are released from the custody or restraint of a court under procedures which on the face thereof do not appear to dispose of the charge finally.

a. Examples of such releases are—

- (1) Release following a plea of any type of the court (including plea of guilty or *nolo contendere*).
- (2) Release on probation without a verdict.
- (3) Release on a person's own recognizance.
- (4) Release following charges that are placed on file.
- (5) Any similar disposition, without regard to the technical name therefor, which indicates that the person may remain subject to further judicial proceedings in connection with the charges.

b. This basis for disqualification shall be deemed to be removed if the official chiefly responsible for prosecution of the charges (e.g., District Attorney, the judge of the court involved, or a higher official of the jurisdiction concerned who has responsibilities in connection with the case) submits a signed statement to the effect that under the laws of the jurisdiction, the applicant is not subject to further restraint, custody, control, or prosecution by the authorities thereof.

2. Persons who, as an alternative to further prosecution, indictment, trial, or incarceration in connection with the charges, or to further proceedings relating to adjudication as a youthful offender or juvenile delinquent, are granted a release from the charges at any stage of the court proceedings on the condition that they will apply for or be accepted for enlistment in the Regular Army.

**ENLISTMENT GRADES**

**2-9. General Information.** All enlistments in the Regular Army are accomplished in permanent grades.

*a.* All enlistments in pay grades E-1, E-2, and E-3 are permanent for all categories of personnel.

*b.* Those persons who, upon enlistment, are eligible for appointment to temporary grades higher than their permanent grades are appointed to such higher temporary grades on the date of their enlistment.

*c.* The date of rank in grade for persons with no prior service is the date of enlistment. The date of rank in grade for other persons will be determined as prescribed in section VI, AR 600-20 or as directed by the Office of Personnel Operations.

*d.* Active duty for training (ACDUTRA) will not be considered in enlistment grade determinations except as specifically provided for in table 2-9.

*e.* For applicants eligible to enlist with grades held at time of last separation from the Army,

grade title and NCO/Specialist status will be the same as that held on date of separation.

*f.* For applicants eligible to enlist with grades different from those held at time of last separation from the Army, grade title and NCO/Specialist status will be compatible with the requirements of chapter 7, AR 600-200 and the standards of grade authorization contained in AR 611-201.

*g.* Nothing herein should be construed to place a separated individual in a more favorable position with respect to enlistment grade than he would otherwise have been entitled to had his service been continuous.

**2-10. Enlistment Grades For Special Categories.** Table 2-9 prescribes enlistment grades for certain special category applicants. When it appears that an applicant listed in this table may be eligible for an enlistment grade determined in accordance with instructions contained elsewhere in this regulation, the provisions of table 2-9 will govern.

*Table 2-9. Enlistment Grades for Special Categories*

<i>Line</i>	<i>If the applicant—</i>	<i>The permanent grade in which enlisted is—</i>	<i>The temporary grade to which appointed is—</i>
1.....	Has no prior active service.....	Pay grade E-1.....	None.
2.....	Was last separated from active duty in pay grade E-1.....	Pay grade E-1.....	None.
3.....	Was last separated under the provisions of paragraph 5, AR 615-367, AR 635-220 chapter 9, AR 635-200 (or similar regulations of the other Armed Forces) and is authorized to enlist.	Pay grade E-1.....	None.
4.....	Has completed at least 4 months service for pay purposes, is not entitled to a higher grade, and was last separated in pay grade E-2 or higher.	Pay grade E-2.....	None.
★5...	Has no prior active service but has successfully completed the 3- or 4-year Junior ROTC Program (or the National Defense Cadet Corps which has an identical program of instruction).	Pay grade E-2 (Note 1).....	None.
★6...	Has no prior active service but has successfully completed two or more years of college ROTC.	Pay grade E-2 (Note 1).....	None.
★7...	Is a male applicant who participated in the ACDUTRA (RFA 55 or REP) training program.	Pay grade E-1 or E-2 depending on grade held at time of separation.	None.
★8...	Is a former member of the Regular Army who, with 4 or less years service for pay purposes, voluntarily signed a statement of intent to immediately reenlist and subsequently declined to do so at the station to which assigned. (The DD Forms 214 of such persons are coded RE-2A.)	One grade lower than the temporary grade for which eligible.	The appropriate grade from column 3, table 2-10 depending on grade in which separated, provided applicant reenlists within 30 months of date of separation.

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Table 2-9. Enlistment Grades for Special Categories—Continued

Line	If the applicant—	The permanent grade in which enlisted is—	The temporary grade to which appointed is—
★9...	Is a former member of the Regular Army who, with over 4 years service pay purposes, signed a statement of intent to immediately reenlist and subsequently declined to do so at the station to which assigned. (The DD Forms 214 of such persons are coded RE-1A to indicate their ineligibility to reenlist for a period of 93 days after separation.)	One grade lower than the temporary grade for which eligible.	The appropriate grade from column 3, table 2-10 depending on grade in which separated, provided applicant reenlists within 30 months of date of separation.
★10...	Is a former member of the Regular Army who, with over 4 years service for pay purposes, declined to immediately reenlist at the station to which assigned. (The DD Forms 214 of such persons are coded RE-1A to indicate their ineligibility to reenlist for a period of 93 days after separation.)	One grade lower than the temporary grade for which eligible.	The appropriate grade from column 3, table 2-10 depending on grade in which separated, provided applicant reenlists within 30 months of date of separation.
★11...	Is a Medal of Honor Winner enlisting within 3 months of separation.	That held on date of separation.	That held on date of separation.
★12...	Is a former enlisted member of the Regular Army who was last separated honorably from service on active duty as an Army commissioned or warrant officer, and who applies for reenlistment within 6 months following such separation.	The grade held immediately before his service as an officer unless consideration for a higher grade is requested in accordance with line E, table 2-11.	The grade held immediately before his service as an officer unless consideration for a higher grade is requested in accordance with line E, table 2-11.

★Note. Entry into the service in this pay grade does not exempt an individual from Basic Combat Training. Those individuals who lack documentation at the time of processing may present such documentation to their personnel officer at any time prior to completion of 4 months service. Effective date for records, pay, and date of rank for grade E-2 is date such documentation is presented to the personnel officer.

**2-11. Temporary Grades For Former Army Enlisted Members.** Unless otherwise prescribed by this regulation or by special directive, the temporary grades authorized for former Army enlisted members upon enlistment in the Regular Army will be determined in accordance with the provisions of table 2-10, below. The temporary

grade for which an applicant is eligible depends upon (a) the grade in which last separated from active Army enlisted service, regardless of what his component may have been, i.e., AUS, RA, USAR, or NGUS; and (b) the period which has elapsed since his separation date.

★Table 2-10. Temporary Grades for Former Army Enlisted Members (Note 1)

Rule	If applicant at time of reenlistment has:	And reenlists:	Then temporary reenlistment grade is:
1....	A minimum of 8 months active Federal service on his current term of service, regardless of grade. (note 2)	Immediately (within 24 hours).	Grade held when last separated.
2....	Less than 4 years service for pay and was separated in grade E-1—E-6.	Within 3 months.....	Grade held when last separated.
	Over 4 years service for pay and/or was separated in grades E-7, E-8, E-9.		One grade lower than at separation.
3....	Regardless of grade and length of service.....	After 3 months and within 30 months.	One grade lower than at separation.
4....	Regardless of grade and length of service.....	Over 30 months.....	As determined by OPO but in no case lower than 3 grades lower than at separation or higher than E-7.

Note 1. Check to see if provisions of table 2-9 apply to applicant before using table.

Note 2. Refer to AR 635-200, Personnel Separations, Enlisted Personnel, and AR 614-30, U.S. Army Replacement System Oversea Service before applying this rule.

**2-12. Permanent grades.** Except as provided for in table 2-9, a former member of the Regular Army reenlisting within 3 months of date of separation is entitled to be reenlisted in the permanent grade held at time of separation. When this grade is equal to or higher than the temporary grade authorized by table 2-10, no determination of temporary grade will be made. In all other cases, and for all other categories of persons for whom grade determinations are not required, the permanent grade in which enlisted will be one grade lower than the temporary grade authorized.

**2-13. Categories for which grade determinations must be requested.** The Office of Personnel Operations will determine the permanent and temporary grades to be authorized categories of persons listed in table 2-11 upon enlistment in the Regular Army. Requests for grade determinations will not be submitted for individuals who are currently serving on active duty in another Armed Force. For processing requests for grade determinations, see chapter 4.

*Table 2-11. Categories for Which Grade Determinations Are Required*

Line	Identity—applicant is a—
A	Former member of the Regular Army whose last separation was by reason of unconditional resignation prior to completion of 6 years of an unspecified period of enlistment.
★B	Former member who was last separated from the Army for 30 months or more, except those last separated in pay grade E-3.
C	Former enlisted member of the Navy, Air Force, Marine Corps, or Coast Guard. (Grade determinations for persons are based on Army MOS requirements at time of enlistment and the individual's qualifications. The grade authorized normally will not be higher than 1 grade lower than the grade in which last separated.)
D	Former Army commissioned or warrant officer without prior Regular Army enlisted service.
E	Former Army commissioned or warrant officer for whom consideration of a higher grade than that to which entitled by prior Regular Army enlisted service is considered warranted and is requested.
F	Former Army commissioned or warrant officer whose officer service was terminated by a general discharge and whose enlistment is authorized.
G	Former Navy, Air Force, Marine Corps, or Coast Guard commissioned or warrant officer.

APPLICANT'S STATEMENT OF NAME CHANGE (AR 601-210)			
1. NAME AS RECORDED ON BIRTH CERTIFICATE*		2. FILE NUMBER OF BIRTH CERTIFICATE	
3. DATE AND PLACE OF BIRTH		4. CITY AND STATE WHERE BIRTH CERTIFICATE WAS OBTAINED	
5. NAME YOU PREFER TO USE		6. APPROXIMATE DATE ON WHICH YOU ASSUMED THIS NAME	
7. CURRENT RESIDENCE ADDRESS (Include ZIP Code)			
8. I hereby state that I have not changed my name through any court procedure; and, that I prefer to use the name, _____ as a matter of convenience and with (Name now used) no intent to defraud. I further state that I am the same person whose name appears on the above-mentioned birth certificate.			
9. GRADE		10. SERVICE NUMBER/SOCIAL SECURITY ACCOUNT NUMBER	11. SIGNATURE OF RECRUITING REPRESENTATIVE
12. DATE		13. SIGNATURE OF APPLICANT (Name as now used)	
The above information is true to the best of my knowledge and belief.			
14. DATE	15. SIGNATURE OF WITNESS	16. DATE	17. SIGNATURE OF WITNESS
18. ADDRESS OF WITNESS (Include ZIP Code)		19. ADDRESS OF WITNESS (Include ZIP Code)	
20. RELATIONSHIP TO APPLICANT		21. RELATIONSHIP TO APPLICANT	
*In the absence of birth certificate, insert the description of the document being used in lieu of birth certificate.			

DA Form 3284-R, 1 Nov 67

Figure 4-1.

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form, a new DD Form 373 must be signed by the parent(s) or guardian prior to enlistment.

a. The DD Form 373 will be prepared in duplicate and when completed will be securely fastened to the original and duplicate of the enlistment record. The form will be signed by both parents, however, the signature of one parent is acceptable if the other will be absent at an unknown destination for an extended period. When only one parent signs, an explanation of the reason(s) both parents did not sign will be entered in the remarks item of the form.

b. The DD Form 373 will be notarized, or in lieu thereof, the signature of the parent(s) or legal guardian will be witnessed by a commissioned, warrant, or noncommissioned recruiting officer. The recruiter will verify all entries on the form and after examination of any supporting data, birth certificates, etc., will sign the form in the remarks item.

**4-9. Verification of citizenship.** The citizenship status of applicants will be established as indicated below. All documentary evidence will be returned to the applicant after appropriate citizenship entries are made on the enlistment contract (DD Form 4).

a. *United States citizens.* Citizens must present a birth certificate or a legally acceptable document verifying date and place of birth, naturalization certificate, or any other legally acceptable document which will establish conclusively United States citizenship.

b. *Aliens.* Aliens must present their Registration Card (Immigration and Naturalization Form I-151) or documentary evidence issued by the U.S. Immigration and Naturalization Service attesting that the individual has been admitted to the United States for permanent residence. Reproduction of this form is prohibited.

**4-10. Social Security Account Number (SSAN).** All members of the military service must have a SSAN card. So far as practicable, persons contemplating entering a military status who do not have an SSAN card should procure one prior to entry. All prospective applicants will be interviewed to determine whether or not they have been assigned a SSAN. Individuals who have lost previously issued SSAN cards or have not been assigned a SSAN will be provided with a SS Form 5 (Application for Social Security Number

(or replacement of lost card)), and instructed to apply for a SSAN or replacement of lost card, as applicable. Recruiting station commanders will insure that all applicants either possess a SSAN card or make application in duplicate for a SSAN or replacement of lost card prior to reporting to AFEES enlistment. The original of the application will be forwarded to the appropriate Social Security Administration District Office and the duplicate will be forwarded with other enlistment records to the AFEES.

**4-11. Police clearance.** Recruiting installation commanders will communicate with the police (municipal, county, and state) for each town where the applicant has resided for 6 months or more in the previous 3-year period, except that this action is not required for applicants who enlist within 3 months from date of separation from active duty from any of the Armed Forces.

a. The DD Form 369 will be utilized for this purpose. The recruiting service will provide self-addressed official mail envelopes to minimize the work of police authorities. If fingerprint equipment is not available to a recruiting station, that portion of the DD Form 369 pertaining thereto will be disregarded and references thereto will be deleted from the form prior to forwarding to police agencies.

★b. If a reply from police authorities is not received within 21 days, the request will be forwarded to the U.S. Army Recruiting Main Station whose area includes the city of residence in question. The recruiting main station commander will exert every effort to obtain the police clearance and return the results to the requesting recruiting station.

c. Disposition of the police record check(s) will be made in accordance with AR 345-210. DD Forms 369 containing police reports will not be forwarded to the Federal Bureau of Investigation. DD Forms 369 will not be forwarded to foreign governments or police agencies under any circumstances.

**4-12. Counseling of applicants found not qualified for enlistment at recruiting stations.** Each applicant who, as a result of preliminary processing at recruiting stations, is found to be not qualified for enlistment in the Regular Army will be counseled by recruiting personnel concerning his unemployment rights and will be provided assist-

ance, in the form of referrals to appropriate agencies, in obtaining civilian employment.

*a. Reemployment rights.* The Universal Military Training and Service Act, as amended provides reemployment rights to those persons who report for the purpose of entering or determining their physical fitness to enter the Armed Forces. If an applicant for enlistment is found to be not qualified for military service during recruiting station processing he will be given a locally reproduced copy of the information sheet shown in figure 4-2. This information sheet which advises the applicant of his reemployment rights and responsibilities and of the assistance available to him for exercising those rights will be given to the applicant by the individual responsible for informing him that he has been found to be not qualified for enlistment.

*b. Referrals.* The Department of Defense and the Department of Labor have agreed to establish a system under which recruiting offices will urge applicants who are found to be unacceptable for enlistment to visit the local State Employment Service office to obtain assistance in pursuing their civilian careers.

(1) Provided the rejected applicant authorizes such referral, the recruiting station will inform State Employment Service local offices of the individual's name, address, telephone number, and age.

(2) The referral will be accomplished

through use of two (2) Department of Labor Cards (fig. 4-3), preprinted and preaddressed supplies of which will be provided upon request by local offices of the State Employment Services.

(3) Part I of the card will be handed by the recruiter to the rejected applicant after the recruiter has informed the rejectee of the assistance available to him at State Employment Service Offices.

(4) Part II of the card will be filled in by the recruiter, offered to the individual, and, if signed, mailed by the recruiter to the appropriate State Employment Service local office on the same day as it is signed. Authorization for such mailing, as indicated by the signature, will be strictly voluntary. This card will be used by the local State Employment Service office in contacting individuals who do not visit the office on their own volition.

**4-13. Application for grade determination.** A request for grade determination will be submitted for applicants indicated in chapter 2. Requests will be submitted on DA Form 1696-R (image size 7 x 10 inches) (Enlistment Qualifying Application—Specially Recruited Personnel) (fig. 4-4), which will be locally reproduced on 8- by 10½-inch paper. The title will appear on all locally reproduced forms. Supporting documents as appropriate will be attached to the form. Requests for grade determinations will be addressed to the Chief, Enlistment Eligibility Activity, 9700 Page Boulevard, St. Louis, Mo. 63132.

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### INFORMATION ABOUT REINSTATEMENT RIGHTS OF PERSONS WHO DO NOT QUALIFY FOR MILITARY SERVICE

The Congress has enacted a law which gives reinstatement rights to persons who leave their positions (other than temporary) for the purpose of being inducted into, entering or determining their physical fitness to enter the Armed Forces of the United States and who are found not qualified. The Department of Labor through its Office of Veterans' Reemployment Rights is responsible for providing information about the rights you have and any assistance you need in connection with exercising them. The Army is cooperating to bring this important matter to your attention. The most important thing to remember is that the law requires that a person found not qualified for military service make application for his former job at the next regularly scheduled work period following his return home. The law permits normal travel time from the examining station to his home. If circumstances beyond his control extend this time, his reemployment protection will also continue.

It is suggested, therefore, that if you desire to return to your former job, you report for work at the next regularly scheduled work period or just as soon thereafter as you possibly can. If you have any difficulty with your employer in retaining your former job, it is suggested that you communicate immediately with the Office of Veterans' Reemployment Rights, U.S. Department of Labor at the address shown below.

(Name and address of appropriate office to be inserted)

*Figure 4-2.*

initiated and distributed (by Air Mail, 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). The DA Form 524 will be prepared and forwarded for each State in which the applicant has resided for the last five 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)). The DD Form 370 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 non-commissioned 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 is accomplished. The interviewer will use "Guide for the WAC Applicant Interviewer" in conjunction with this interview. 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—

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.

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## 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 statement(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

## CHAPTER 5

### ENLISTMENT OPTIONS

#### Section I. GENERAL

**5-1. General.** Enlistment options are designed to merge valid Army requirements with the personal desires of individuals. In order that these two purposes may be best served it is necessary to insure that—

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

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

**5-2. Qualifications.** All applicants must be fully qualified for enlistment under basic eligibility criteria established elsewhere in this regulation. This chapter prescribes those additional requirements which must be met for the specific option involved.

*a.* Former Peace Corps members who served overseas may not be enlisted for options which would authorize assignment to USASA, any intelligence duties, or the country in which they served as Peace Corps volunteers. Persons not former Peace Corps members but who received Peace Corps training will not be assigned duties in a military intelligence field in any foreign country for which they were trained.

*b.* An applicant who has been granted a waiver for civil offenses other than minor traffic violations must be informed prior to enlistment that his choice of options is limited to those which do not require a security clearance unless there is specific provision for exception in the applicable option table presented in this chapter.

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

**5-3. Brochure for parents of enlistees.** A DA Form 2792 (Brochure for Parents of Regular Army Enlistees) will be prepared for each individual enlisting in the Regular Army for the first time. This form will be completed in one copy only and will be mailed to the parents, or guardian, or next of kin of the enlistee not later than one duty day following enlistment. All enlistment promises made to the individual at the time of enlistment will be entered on this form and signed by the commanding officer of the recruiting main station or an officer designated by him. Forms will be requisitioned through normal AG publications supply channels.

**5-4. Reports.** Enlistments accomplished under the provisions of this chapter will be reported in accordance with instructions contained in AR 601-285.

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**★5-4.1 Safeguards to assure fulfillment of enlistment commitments.** Every effort will be made to scrupulously honor all promises made at the time of enlistment or reenlistment. Enlistment commitments will be met by complying with the procedures for specific options and promising only what is authorized; by following established procedures for reporting and assigning individuals enlisted for an option; and by detecting errors promptly making it possible to assign the individual in accordance with his enlistment commitment. Safeguards to assure fulfillment of enlisted commitments have been structured to preclude error at each level of processing: AFEES, reception station, and training center. These safeguards include:

*a. AFEES. Preparation of—*

- (1) Enlistment Promise Card (DA Form 3285). Refer to paragraph 6-3.
- (2) Statement of Understanding (DA Form 3286). Refer to paragraph 6-4.
- (3) Enlistment Contract (DD Form 4) items 12, 48, 56. Refer to paragraph 6-10.

*b. Reception station.*

(1) Enlisted Qualification Record. Item 13 is reserved for entering enlistment commitments and recording any waivers of commitments made subsequent to enlistment or reenlistment. After an individual enters the Army he may apply for a school or training which varies from his enlistment option provided he agrees to waive the commitment made at the time of enlistment or reenlistment.

(2) Persons with enlistment commitments are identified as special category personnel during reception station processing.

*c. Training center.*

(1) As a part of in-processing, all records and special orders are screened for special category personnel. Individuals with enlistment commitments are reported by name and complete identification of commitment to the Office of Personnel Operations for assignment instructions.

(2) Assignment instructions will be compared against enlistment records to assure accuracy.

**★5-4.2 Processing claims of broken enlistment commitments.** All claims of nonfulfillment of enlistment commitments will be investigated promptly. The individual's MPRJ will be reviewed to determine the validity of allegations. When it is determined by the Installation Commander that an individual does have an unfulfilled enlistment commitment which he does not desire to waive, he will be reported by the most expeditious means possible to the Office of Personnel Operations, ATTN: EPADR, Department of the Army, Washington, D.C. 20310, as immediately available in accordance with AR 614-205 indicating the individual has an unfulfilled enlistment commitment. If the claim cannot be resolved by reassignment action, the claimant will be assisted in the preparation of a request for Correction of Broken Enlistment/Reenlistment Commitment which will be forwarded through channels to the Office of Personnel Operations, ATTN: EPPAS, Department of the Army, Washington, D.C. 20310. This request will be accompanied by any documents or statements, e.g., copies of the Statement of Understanding and Enlistment Contract, which are pertinent to the case and will assist in making a decision.

## Section 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 remaining 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

<i>Line</i>	<i>First option</i>	<i>Applicant may select as second option</i>	<i>Notes</i>
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 5-5. Army Career Group Option—Continued

Line	Item	Comment
8	SPECIAL PROCESSING FOR OVERSEA COMMANDS—Continued	<p>(1) These enlistments may be accomplished without regard to quotas and when such persons depart from the oversea command, their enlistment commitment is considered fulfilled.</p> <p>(2) Part VI of the Statements for Enlistment for these persons will contain the following statement: "If I am enlisting for this option in an oversea command and my return to CONUS for basic training is not required, my enlistment commitment for ACG ... is considered fulfilled upon my departure from the command in which I enlisted."</p>
9	STATEMENTS FOR ENLISTMENT.	<p>Parts I, II, IV and VI—all applicants.</p> <p>Part III—if appropriate (nonprior service male applicant).</p> <p>Part V—if appropriate (all female applicants).</p> <p>Part VI for the Army Career Group Option is DA Form 3286-5.</p>
10	RECORD ENTRIES AND ORDERS.	<p>Orders and records of applicants found to be qualified for enlistment for this option will contain entries as follows:</p> <p>a. <i>Orders</i>: Enlistment orders will specify applicant is an enlistee for the Army Career Group Option, ACG ... UP table 5-5, AR 601-210.</p> <p>b. <i>DD Form 4</i> (Enlistment Contract—Armed Forces of the United States):</p> <p>(1) Item 12: Table 5-5, AR 601-210.</p> <p>(2) Item 48: Army Career Group (2-character), (Title).</p> <p>c. <i>DA Form 3285</i> (Enlistment Promise): On face of form.</p> <p>(1) After "Army Regulation" enter "AR 601-210, Table 5-5."</p> <p>(2) After "enlistment option of" enter "Army Career Group (2-character) (Title)."</p>

**5-6. Special Processing Requirements for the Army Career Group Enlistment Option.** Information presented in table 5-5A is provided to assist in the counseling of applicants for the Army Career Group Option. Although this table will be updated periodically as new requirements develop, it is not, nor should it be

regarded as all-inclusive of the counseling requirements for this option. Those responsible for determining the eligibility of applicants for this option must refer to other pertinent directives as indicated necessary by the applicant's qualifications and questions, and the Army Career Group for which applying.

Table 5-5A. Special Requirements for the Army Career Group Enlistment Option

Line	Item	Comment
A	MOST FREQUENTLY USED REFERENCES.	<ol style="list-style-type: none"> <li>1. AR 40-501—Standards of Medical Fitness.</li> <li>2. AR 50-3—Personnel Security Standards for Nuclear Capable Organizations and Activities.</li> <li>3. AR 190-5—Motor Vehicle Traffic Supervision</li> <li>4. AR 195-11—Accreditation of Military Police Criminal Investigators.</li> <li>5. DA Pam 350-10—U.S. Army Formal Schools Catalog.</li> <li>6. AR 381-130—Counterintelligence Investigations Supervision and Control.</li> <li>7. AR 600-200—Enlisted Personnel Management System.</li> <li>8. AR 600-205—Enlisted Intelligence Career Development Program</li> <li>9. AR 601-210—Regular Army Enlistment Program.</li> <li>10. AR 601-280—Army Reenlistment Program.</li> <li>11. DA Pam 601-3—Processing Guide—Applicants for Special Intelligence, Army Career Group 97 (Controlled Intelligence MOS).</li> </ol>

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Table 5-5A. Special Requirements for the Army Career Group Enlistment Option--Continued

Line	Item	Comment
A	MOST FREQUENTLY USED REFERENCES —Continued	12. AR 604-5—Clearance of Personnel for Access to Classified Defense Information and Material. 13. AR 604-10—Military Personnel Security Clearance. 14. AR 604-20—Security Requirements for Personnel Information and Education Activities. 15. AR 611-7—Selection and Processing of Volunteers for Airborne Training and Assignment. 16. AR 611-15—Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Weapons Positions. 17. AR 614-40—Assignments in Controlled Intelligence MOS. 18. AR 611-201—Manual of Enlisted Military Occupational Specialties. 19. AR 614-7—Assignment of Former Peace Corps Members.
B	ACG 11—INFANTRY—ARMOR	1. Normal color perception must be determined by pseudoisochromatic plates. 2. Persons enlisting for ACG 11 may be given the choice of infantry or armor. a. If Infantry is chosen, the qualifying aptitude area is IN or COA. b. If Armor is chosen, the qualifying aptitude area is AE or COB. c. Entries in Item 48, DD Form 4, will be as follows: (1) No preference: Army Career Group 11-Infantry-Armor. (2) Preference Infantry: Army Career Group 11-Infantry. (3) Preference Armor: Army Career Group 11-Armor.
C	ACG 12-COMBAT ENGINEERING	1. Normal color perception must be determined by pseudoisochromatic plates. 2. Most appropriate aptitude area: AE.
★ D	ACG 13-FIELD CANNON AND ROCKET ARTILLERY	1. Requires a score of 85 or higher on the Motor Vehicle Driver Selection Battery I. 2. Progression beyond the basic level in this career group requires clearance for access to SECRET information in accordance with AR 604-5. 3. Most appropriate aptitude area: AE.
E	ACG 15-FIELD ARTILLERY MISSILES.	1. Must be native born United States citizen. 2. Must qualify for security clearance. 3. Most appropriate aptitude area: AE.
F	ACG 16-AIR DEFENSE MISSILES.	1. Must be native born United States citizen. 2. Must qualify for security clearance. 3. Most appropriate aptitude area: AE.
G	ACG 21-BALLISTIC MISSILE ELECTRONIC MAINTENANCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special screening provisions of AR 611-15 apply to some MOS within the ACG. 4. Special educational requirements apply. 5. Most appropriate aptitude area: EL.
H	ACG 22-GUIDED MISSILE ELECTRONIC MAINTENANCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Progression beyond basic level in this ACG requires security clearance. 4. Special screening provisions of AR 611-15 apply to some MOS of this ACG. 5. Most appropriate aptitude area: EL.
I	ACG 23-MISSILE FIRE CONTROL ELECTRONIC MAINTENANCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special educational requirements apply. 4. Most appropriate aptitude area: EL.

Table 5-5A. Special Requirements for the Army Career Group Enlistment Option—Continued

Line	Item	Comment
J	ACG 25-FIRE DISTRIBUTION SYSTEM REPAIR.	1. Must qualify for security clearance. 2. Special educational requirements apply. 3. Most appropriate aptitude area: EL.
K	ACG 26-RADAR AND MICROWAVE MAINTENANCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Special educational requirements apply. 4. Most appropriate aptitude area: EL.
L	ACG 31-FIELD COMMUNICATIONS EQUIPMENT MAINTENANCE	1. Must be a United States Citizen. 2. Persons with a history of juvenile delinquency or criminal tendency indicated by civil offenses other than minor traffic violation or other minor offenses for which no civil restraint exists are ineligible. 3. Most appropriate aptitude area: EL.
M	ACG 32-FIXED PLANT COMMUNICATIONS EQUIPMENT MAINTENANCE	1. Must qualify for security clearance. 2. Must meet prerequisites of DA Pam 350-10. 3. Special educational requirements apply. 4. Most appropriate aptitude area: EL.
N	ACG 33-INTERCEPT EQUIPMENT MAINTENANCE	1. Must qualify for security clearance. 2. Must meet prerequisites of DA Pam 350-10. 3. Most appropriate aptitude area: EL.
O	ACG 34-DATA PROCESSING EQUIPMENT MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Most appropriate aptitude area: EL.
P	ACG 35-ELECTRICAL/ELECTRONIC DEVICES MAINTENANCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply for some MOS in this ACG. 3. Security clearance required for some MOS in this ACG. 4. Most appropriate aptitude area: EL.
Q	ACG 36-WIRE MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: EL.
R	ACG 41-PRECISION DEVICES.	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness requirements apply. 3. Most appropriate aptitude area: GM.
S	ACG 42-PROSTHETIC APPLIANCES.	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply. 4. Most appropriate aptitude area: GM.
T	ACG 43-TEXTILE LEATHER REPAIR.	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GM.
U	ACG 44-METALWORKING.	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GM.
V	ACG 45-ARMAMENT MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GM.
W	ACG 46-MISSILE MECHANICAL MAINTENANCE	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Must qualify for security clearance. 4. Most appropriate aptitude area: GM.
X	ACG 51-CONSTRUCTION AND UTILITIES.	1. Special medical fitness standards apply. 2. Must meet prerequisites of DA Pam 350-10. 3. Most appropriate aptitude areas: AE and GM.

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Table 5-5A. Special Requirements for the Army Career Group Enlistment Option—Continued

Line	Item	Comment
Y	ACG 52-POWER PRODUCTION AND DISTRIBUTION.	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GM.
Z	ACG 53-INDUSTRIAL GAS PRODUCTION	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GM.
AA	ACG 54-CHEMICAL	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GM.
AB	ACG 55-AMMUNITION	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness standards apply. 3. Must qualify for security clearance. 4. Most appropriate aptitude area: GM.
AC	ACG 57-GENERAL DUTY	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GM.
AD	ACG 61-MARINE OPERATIONS.	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: MM.
★ AE	ACG 62-ENGINEERS HEAVY EQPMT OPER AND MAINTENANCE.	1. Requires score of 85 or higher on the Motor Vehicle Driver Selection Battery I. 2. Most appropriate aptitude area: MM.
★ AF	ACG 63-AUTOMOTIVE MAINTENANCE.	1. Requires score of 85 or higher on the Motor Vehicle Driver Selection Battery I. 2. Must qualify for appropriate military motor vehicle operator's permit. 3. Most appropriate aptitude area: MM.
★ AG	ACG 64-MOTOR TRANSPORT.	1. Requires score of 85 or higher on the Motor Vehicle Driver Selection Battery I. 2. Must possess valid state driver's license. 3. Must qualify for appropriate military motor vehicle operator's permit. 4. Most appropriate aptitude area: MM.
AH	ACG 67-AIRCRAFT MAINTENANCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: MM.
AI	ACG 68-AIRCRAFT COMPONENTS REPAIR.	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: MM.
AJ	ACG 70-ADMINISTRATION.	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: CL.
AK	ACG 72-COMMUNICATIONS CENTER OPERATIONS	1. Must qualify for security clearance for some MOS in this ACG. 2. Most appropriate aptitude area: CL.
AL	ACG 74-DATA PROCESSING	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: CL.
AM	ACG 76-SUPPLY	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: CL.
AN	ACG 81-DRAFTING CARTOGRAPHY.	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply. 4. Most appropriate aptitude area: GT

Table 5-5A. Special Requirements for the Army Career Group Enlistment Option—Continued

Line	Item	Comment
AO	ACG 82-SURVEYING	1. Special educational requirements apply. 2. Most appropriate aptitude area: GT.
AP	ACG 83-PRINTING	1. Must meet prerequisites of DA Pam 350-10. 2. Most appropriate aptitude area: GT.
AQ	ACG 84-PICTORIAL	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness requirements apply. 3. Most appropriate aptitude area: GT
AR	ACG 91-MEDICAL CARE AND TREATMENT.	1. Must meet prerequisites of DA Pam 350-10. 2. Must successfully complete school course for award of MOS. 3. Most appropriate aptitude area: GT.
AS	ACG 92-LABORATORY PROCEDURES.	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply. 4. Most appropriate aptitude area: GT.
AT	ACG 93-TECHNICAL EQUIPMENT OPERATION.	1. Must meet prerequisites of DA Pam 350-10. 2. Special educational requirements apply. 3. Special medical fitness requirements apply. 4. Most appropriate aptitude area: GT.
AU	ACG 94-FOOD SERVICE.	1. Must meet prerequisites of DA Pam 350-10. 2. Special medical fitness standards apply. 3. Most appropriate aptitude area: GT.
★ AV	ACG 95-LAW ENFORCEMENT.	1. Requires score of 85 or higher on the Motor Vehicle Driver Selection Battery I. 2. Special requirements of AR 611-201. 3. No record of civil offenses other than minor traffic violations as defined in AR 190-5 which warrant assessment of six points or less. 4. Most appropriate aptitude area: GT.
AW	ACG 96-GENERAL INTELLIGENCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Must not be a former Peace Corps member. 3. Must qualify for security clearance. 4. Most appropriate aptitude area: GT.
AX	ACG 97-SPECIAL INTELLIGENCE.	1. Must be 18 years of age or older. 2. Must not be a former Peace Corps member. 3. Must be qualified for SECRET security clearance. 4. Must be processed as prescribed in table 5-18. 5. Most appropriate aptitude area: GT.
AY	ACG 98-SIGNAL INTELLIGENCE.	1. Must meet prerequisites of DA Pam 350-10. 2. Must qualify for security clearance. 3. Most appropriate aptitude area: GT.
AZ	ACG 05-RADIO CODE.	1. Must be a United States Citizen. 2. Must not have history of juvenile delinquency or criminal tendency as indicated by civil offenses other than minor traffic violations or other minor offenses for which no civil restraint exists. 3. Must qualify for security clearance. 4. Most appropriate aptitude area: GT.

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

Line	Item	Comment
1	NAME OF OPTION	MOS Producing Army Service School Enlistment Option
2	DESCRIPTION OF OPTION.	Promises attendance at the specific MOS Producing Army Service School course of choice, provided prescribed prerequisites are met.

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

Line	Item	Comment
8	AVAILABLE TO	<p>Male and female applicants enlisting for 4, 5, or 6 year periods who:</p> <ul style="list-style-type: none"> <li>a. Are eligible for appointment to pay grade E-6 or below upon enlistment, and</li> <li>b. Have prior active service in any of the Armed Forces, and</li> <li>c. Have 4 or less years service completed in any Armed Force, or</li> <li>d. 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</li> <li>e. Have over 4 years service for pay completed and less than 7 years active Federal service completed provided they: <ul style="list-style-type: none"> <li>(1) Are eligible for appointment to pay grade E-5 or below upon enlistment, and</li> <li>(2) Were last separated with a PMOS that is listed as overage in current DA Cir 611-4, and</li> <li>(3) Enlist for a course which trains for an MOS listed as shortage in current DA Cir 611-4.</li> </ul> </li> </ul>
4	PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.	<p>Applicant must:</p> <ul style="list-style-type: none"> <li>a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table.</li> <li>b. If last separated from the Army, enlist for this option within 3 months from date of last separation, except for applicants specified on line 8e above who may enlist for this option regardless of break in service.</li> <li>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 tour.</li> <li>d. Not require a waiver for overage, mental prerequisites, or for any of the disqualifications listed in tables 2-4 and 2-5.</li> <li>e. Possess a physical profile equal to or higher than (in every factor) the highest physical profile contained in AR 611-201 for the MOS for which desired school course trains.</li> <li>f. Meet without exception, the prerequisites prescribed in DA Pam 350-10 for attendance at the school course of choice.</li> <li>g. Select a course from among those listed in the current DA Cir 350-50 (Advanced Individual Training Schedule, MOS Training FY) which: <ul style="list-style-type: none"> <li>(1) Requires no special processing for application (e.g., OCS, Army Language Training Courses, WO Flight Training, etc.).</li> <li>(2) Is not conducted in U.S. Army Training Centers as Advanced Individual Training (e.g., MOS training conducted at the U.S. Army Training Center, Engineer, Ft. Leonard Wood, Mo. and U.S. Army Signal Corps Training Center, Ft. Gordon, Ga.).</li> </ul> </li> <li>h. Be entitled to a pay grade that is not higher than that authorized in AR 611-201 for the 3-digit MOS for which the school course trains.</li> <li>i. If eligible for appointment in pay grade E-6 upon enlistment: <ul style="list-style-type: none"> <li>(1) Possess a PMOS that is listed as surplus in the current DA Cir 611-4, or</li> <li>(2) Request a course which provides advanced training for career development in currently held 3-digit PMOS, provided that MOS is not included as surplus for pay grade E-7. These applicants may not request training within their current MOS except at a higher skill level than that currently held.</li> </ul> </li> <li>j. If an NCO applying for a course in which his NCO grade is not authorized, sign a statement prior to enlistment agreeing to accept specialist status upon successful completion of school course.</li> </ul>

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

Line	Item	Comment
7	<b>OPTION PROCESSING PROCEDURES— Continued</b>	
		(d) Cause two full length photographs (3½" x 4½") to be made of applicant and spouse, if applicable (separate photos required).
		(e) Have the applicant complete under supervision a composition of not less than 500 words as prescribed in DA Pam 601-3.
		(f) Prepare a Statement of Interview containing findings relative to eligibility of applicant. Statement of Interview will be marked "FOR OFFICIAL USE ONLY" and its contents <i>will not be made known to the applicant by any one</i> . (Protective marking is cancelled upon receipt of enlistment orders or notification of declination, whichever is appropriate.)
		(g) Complete DD Form 1584 (DOD National Agency Check Request) and DA Form 2784 (Request for and Results of Personnel Security Action) in quadruplicate, in accordance with DA Pam 601-3.
		(h) Have applicant complete statement required by DA Pam 601-3.
		(i) Forward all of the above documents by letter of transmittal to the Army career counselor on duty at the examining AFEES.
	<b>c. Obtaining approval for enlistment:</b>	
		(1) When all preliminary processing has been completed, authority to enlist the applicant must be obtained 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.
		(a) In CONUS, telephonic requests will be made to the Intelligence Section, SECB, EPD, OPO, DA, as follows: Area Code 202, OXFORD 54002, OXFORD 75873, or OXFORD 55822 or AUTOVON 22 plus either of the preceding extensions.
		(b) Communications from oversea commands will be by electrical message addressed to the Chief of Personnel Operations, ATTN: EPADS-I, DA.
		(2) Prior to placing a call to obtain authority to enlist the applicant, the Army career counselor will familiarize himself with the information contained in the assembled application so that he will be prepared to answer any questions posed by the individual in the Intelligence Section, SECB, EPD, OPO with whom he speaks.
		(3) When approval for enlistment is granted, the career counselor will be certain that he has obtained the following information:
		(a) Name of the individual at the Intelligence Section, OPO who authorized enlistment and date of approval.
		(b) Period during which applicant is authorized to enlist.
		(c) Date applicant must report to the U.S. Army Intelligence School.
		(4) Immediately after authority to enlist the applicant is received the Letter of Transmittal with all inclosures will be indorsed to Chief of Personnel Operations, DA, ATTN: EPADS-I, Washington, D.C. 20310 and dispatched by airmail.
	<b>d. Failure to enlist:</b>	
		(1) Should an applicant for this option fail to enlist after receiving notice of acceptance, a report of his declination will be made immediately to the Office of Personnel Operations.
		(2) In CONUS, the report will be made telephonically; in oversea commands by electrical message as indicated in line 7c above.
8	<b>STATEMENTS FOR ENLISTMENT REQUIRED.</b>	Parts I, II, IV, and VI—all applicants. Part III—if appropriate (nonprior service males). Part V—if appropriate (all females). Part VI of the Special Intelligence Duties Enlistment (ACG 97) Option is DA Form 8286-1B.

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

Line	Item	Comment
9	<b>RECORD ENTRIES AND ORDERS.</b>	<p>Orders and records of applicants found qualified for enlistment for this option will contain entries as follows:</p> <p>a. Orders: Enlistment orders will specify applicant is an enlistee for the Special Intelligence Duties Enlistment Option UP Table 5-13, AR 601-210 and will include the following additional information:</p> <ul style="list-style-type: none"> <li>(1) BCT report date.</li> <li>(2) Report date to U.S. Army Intelligence School.</li> <li>(3) Date and approval authority for applicant's enlistment.</li> <li>(4) Initial unit of assignment, if applicable.</li> <li>(5) Two copies of the enlistment orders will be furnished COPO, ATTN: EPADS-I, HQ DA, Washington, D.C. 20310 within 15 days of enlistment date.</li> </ul> <p>b. DD Form 4 (Enlistment Contract—Armed Forces of the United States):</p> <ul style="list-style-type: none"> <li>(1) Item 12: Table 5-13, AR 601-210.</li> <li>(2) Item 48: Special Intelligence Duties Enlistment Option, ACG 97. (Initial unit of assignment, if applicable).</li> <li>(3) Item 56: Ref Item 48: OPO acceptance per telecon (name of individual at OPO, DA authorizing enlistment) (name and organization of individual receiving authorization) (date of authorization).</li> </ul> <p>c. DA Form 3285 (Enlistment Promise): On face of form:</p> <ul style="list-style-type: none"> <li>(1) After "Army regulation" enter "AR 601-210, Table 5-13."</li> <li>(2) After "enlistment option of" enter "Special Intelligence Duties ACG 97."</li> </ul>

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

Line	Item	Comment
1	<b>NAME OF OPTION.</b>	USARADCOM Enlistment Option.
2	<b>DESCRIPTION OF OPTION.</b>	Promises initial assignment to a surface-to-air guided missile (SAM) unit of the United States Army Air Defense Command (USARADCOM) located in or near a metropolitan area of choice selected from the list of locations shown in table 5-14A provided required prerequisites are met.
★ 3	<b>AVAILABLE TO....</b>	<p>Male applicants enlisting for 4, 5, or 6 year periods <b>who:</b></p> <ul style="list-style-type: none"> <li>a. Are eligible for appointment to pay grade E-6 or below upon enlistment, <b>and</b></li> <li>b. Have no prior service in any of the Armed Forces, <b>or</b></li> <li>c. Have 4 or less years service for pay completed in any of the Armed Forces, <b>or</b></li> <li>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.</li> </ul>
4	<b>PREREQUISITES WHICH MUST BE MET BEFORE ENLISTMENT.</b>	<p>Applicant must:</p> <ul style="list-style-type: none"> <li>a. Meet basic eligibility requirements for enlistment as modified by the provisions of this table.</li> <li>b. Be a citizen of the United States.</li> <li>c. Meet the requirements of AR 611-15 (Selection and Retention Criteria for Personnel in Nuclear Reactor or Nuclear Weapons Positions).</li> <li>d. Have a numerical designation of "1" under the "S" (Psychiatric factor of the physical profile serial) "PULHES."</li> <li>e. Not have a history of mental instability, juvenile delinquency, or criminal tendencies.</li> <li>f. If enlisted with a training assignment in an MOS of Army Career</li> </ul>

## 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 initialled by the applicant and by the enlisting officer.

**6-2. Return of Personal Documents 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. Enlistment Promise (DA Form 3285).** 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

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Counselor, or the individual designated by the appropriate 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 enlists in the Regular Army.

b. *Part II—Statement of Law Violations and Previous Conditions (DA Form 3286).* This part will be completed by all applicants, male and female, with or without prior service, who enlists in the Regular Army.

c. *Part III—Acknowledgment of Service Obligation Under Military Selective Service Act of 1967 (DA Form 3286).* This part will be completed by all male applicants who have not previously incurred a service obligation under the UMT&SS 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 enlists in the Regular Army.

f. *Part VI—(Specific option as indicated in chapter 5) (DA Forms 3286-1 through 3286-24).* Part VI consists of a statement of understanding pertaining to the specific option for which the ap-

plicant 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).** The DA Form 41 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 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 enlists 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 enlists 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.

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

Item	Entry	
	by naturalization. If naturalized, date, place, and court of jurisdiction and naturalization card number must be entered in Item 56.	
(4)	(4) Enter a numeric 3 in third block—If other than a citizen of the United States. Specify country of citizenship in space provided. If entry is made in this block, alien registration receipt card (Form I-151) number must be entered in Item 56.	
b.	SAMPLE ENTRY: None.	
23	PLACE OF BIRTH (City, State or Country):	Reference: None
	Enter place of birth verified from one of the documents used to verify age.	
	SAMPLE ENTRY: None.	
24	DATE OF TRANSFER:	Reference: None
	Not applicable to Regular Army enlistment. Enter NA.	
★ 25	PHYSICAL PROFILE:	Reference: AR 40-501
a.	Enter from item 76, Standard Form 88 (Report of Medical Examination) the physical profile.	
b.	SAMPLE ENTRY: 111111	
26	UNTITLED ITEM:	
	Enter NA.	
27	TRANSFER TO (Activity And Location):	
	Enter NA.	
28	UNTITLED ITEM:	
	Enter NA.	
29	DATE LAST DISCHARGED/RELIEVED FROM ACTIVE DUTY:	Reference: None
a.	Enter date of discharge or relief from active duty as indicated in item 11d of the individual's latest DD Form 214 (Armed Forces of the United States Report of Transfer or Discharge).	
b.	SAMPLE ENTRY: 09/Jan/66.	
30	SERVICE FROM WHICH LAST DISCHARGED:	Reference: None
a.	Enter the Armed Force from which last discharged, if applicable.	
b.	If not applicable, enter NA.	
c.	SAMPLE ENTRY: U.S. Navy.	
31	UNTITLED ITEM:	
	Enter NA.	
32	UNTITLED ITEM:	Reference: None
a.	Enter Selective Service Classification as recorded on SSS Form 110 (Notice of Classification).	
b.	If not applicable, or if the individual has not been classified, enter NA.	
c.	SAMPLE ENTRY: Class I-A.	
33	TYPE OF LAST DISCHARGE:	Reference: AR 635-5
a.	Enter type of separation or discharge as recorded in Item 13 of the last DD Form 214.	
b.	If not applicable, enter "NA."	
c.	SAMPLE ENTRY: Honorable (DD Form 256A).	
34	UNTITLED ITEM:	Reference: None
a.	Enter the type of waiver granted using the following abbreviations or the word "None", as applicable:	
	Entry	Reason
	W	Waiver other than moral waiver.
	MW(T)	Moral waiver for traffic violations.

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

Item	Entry	Reason
<b>34—Cont.</b>		
	MW(C) -----	Moral waiver for juvenile offenses and civil court convictions other than felonies.
	MW(F) -----	Moral waiver for felony convictions/adjudications by a civil court.
	MW(A) -----	Moral waiver for lost time (prior and in-service personnel).
	MW(D) -----	Moral waiver for previous disqualifying separation.
	MW -----	Moral waiver for reasons other than as indicated above.
	None -----	When no waiver is required.
<b>35</b>	<b>DATE OF RATE/GRADE:</b> Enter NA.	
<b>36</b>	<b>SELECTIVE SERVICE NUMBER:</b>	Reference: None
	a. Enter the Selective Service Number as recorded on the individual's SSS Form 2 (Registration Certificate). The four elements of the number, written from left to right will be separated by hyphens.	
	b. Enter NA for women and for males not registered.	
	c. SAMPLE ENTRY: As recorded on SSS Form 2: <u>1/24/28/206</u> As recorded on DD Form 4: 1-24-28-206.	
<b>37</b>	<b>RATE/GRADE APPOINTED/REAPPOINTED:</b>	Reference: None
	a. When the individual is entitled to immediate appointment to a temporary grade higher than the permanent grade (item 3), enter the temporary grade authorized.	
	b. Use grade abbreviations as indicated in Item 3.	
	c. If not applicable, enter NA.	
	d. SAMPLE ENTRY: CPL 4 E-4.	
<b>38</b>	<b>SELECTIVE SERVICE LOCAL BOARD (Board Number, city and state):</b>	Reference: None
	a. Enter the Selective Service Local Board number, city, county, and state as recorded on the individual's SSS Form 2 (Registration Certificate).	
	b. If not applicable, enter NA.	
	c. SAMPLE ENTRY: Bd No. 28, Yazoo City, Melvin County, Ark.	
<b>39</b>	<b>BASIC ACTIVE SERVICE DATE/ACTIVE DUTY BASE DATE:</b>	Reference: Ch 9, AR 600-200
	a. Enter Basic Active Service Data computed in accordance with chapter 9, AR 600-200.	
	b. Record in the following order: day, month, year.	
	c. SAMPLE ENTRY: <u>10/Jan/60</u>	
<b>40</b>	<b>TOTAL ACTIVE FEDERAL SERVICE:</b>	Reference: Chapter 1, Part One, DODPM
	a. Include all active duty in a regular component of any of the Armed Forces, active duty as an inductee or as a member of a Reserve component on active duty training pursuant to RFA 55, REP 63, or similar program for which a DD Form 214 was issued.	
	b. Enter NA for persons with no prior active Federal service.	
	c. SAMPLE ENTRY: 5 Years 11 months 16 days.	
<b>41</b>	<b>HOME OF RECORD:</b>	Reference: None
	a. Enter the complete address for the individual's permanent or legal residence to include, if applicable, house number and street, RFD and box number, city or town, county or parish, state and zip code. County or parish will	