

**Milper Message Number  
15-270**

**Proponent  
AHRC-ORD-A**

**Title  
FY16 US ARMY FEDERAL OFFICER CANDIDATE SCHOOL PROGRAM  
ANNOUNCEMENT**

**...Issued: [08 Sep 15]...**

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- A. TITLE 10 USC 3911.
  - B. DODI 6130.03, MEDICAL STANDARDS FOR APPOINTMENT, ENLISTMENT, OR INDUCTION IN THE MILITARY SERVICES.
  - C. DODI 1310.02, APPOINTING COMMISSIONED OFFICERS.
  - D. DODI 1304.26, QUALIFICATION STANDARDS FOR ENLISTMENT, APPOINTMENT AND INDUCTION.
  - E. ASA, M&RA DIRECTIVE MEMORANDUM SUBJECT: REQUIREMENT FOR FEDERAL OFFICER CANDIDATE SCHOOL (OCS) CANDIDATES TO POSSESS A BACCALAUREATE DEGREE TO ATTEND FEDERAL OCS, 2 SEPTEMBER 2009.
  - F. DA G1 MEMO, DAPE-MPO-AP, OFFICE OF DEPUTY CHIEF OF STAFF – G1, SUBJECT: FY 16 FEDERAL OFFICER CANDIDATE SCHOOL (OCS) ACCESSIONS MISSION.
  - G. ARMY DIRECTIVE – SELF REPORTING BY OFFICERS AND SENIOR ENLISTED MEMBERS OF CRIMINAL CONVICTIONS, 21 SEPTEMBER 2011.
  - H. AR 601-100, APPOINTMENT OF COMMISSIONED AND WARRANT OFFICERS IN THE REGULAR ARMY, 21 NOVEMBER 2006.
  - I. AR 350-51, OFFICER CANDIDATE SCHOOL (OCS), 11 JUNE 2001.
  - J. AR 140-50, OFFICER CANDIDATE SCHOOL PROGRAM, USAR, 15 OCTOBER 1999.
  - K. AR 135-100, APPOINTMENT OF COMMISSIONED AND WARRANT OFFICERS OF THE ARMY, 01 SEPTEMBER 1994.
  - L. AR 135-18, THE ACTIVE GUARD AND RESERVE (AGR) PROGRAM, 01 NOVEMBER 2004.
  - M. AR 40-501, STANDARDS OF MEDICAL FITNESS (\* RAR 001 10 SEPTEMBER 2008).
  - N. AR 670-1, WEAR AND APPEARANCE OF ARMY UNIFORMS AND INSIGNIA, 31 MAR 2014.
  - O. AR 601-210, ACTIVE AND RESERVE COMPONENTS ENLISTMENT PROGRAM, 8 FEB 2011.

P. AR 614-200, ENLISTED ASSIGNMENTS AND UTILIZATION MANAGEMENT, 26 FEB 2009.

Q. DA PAM 670-1, GUIDE TO THE WEAR AND APPEARANCE OF ARMY UNIFORMS AND INSIGNIA, 31 MAR 2014.

R. OFFICER CANDIDATE SCHOOL (OCS) ENROLLMENT AND COMMISSIONING CRITERIA (ARNG-HRH POLICY MEMO).

S. FORT RUCKER DIRECTIVE MEMO, ATZQ-CDF-P, SUBJECT: REQUIRED DOCUMENTATION TO BE INCLUDED WITH AVIATION BRANCHING REQUESTS FROM OCS APPLICANTS.

T. SAMPLE FORMS MAY BE FOUND ON THE HRC OCS WEBSITE AT <HTTPS://WWW.HRC.ARMY.MIL/OFFICER/OFFICER%20CANDIDATE%20SCHOOL>.

1. THIS MILPER MESSAGE RESCINDS MILPER MESSAGE 14-219 AND ALL OTHER MILPER MESSAGES RELATED TO OCS AND APPLIES TO FY 16 OCS MISSION REQUIREMENTS AND SELECTION PANELS. THIS MESSAGE EXPIRES 7 SEPTEMBER 2016 UNLESS EARLIER RESCINDED.

2. CHANGES NOTED IN THIS MILPER:

A. ESTABLISHES HQDA OCS SELECTION PANEL DATES (PARA 4).

B. DELETES REQUIREMENT FOR TATTOO MEMO AND PHOTOS.

C. PROVIDES INSTRUCTIONS FOR CONDUCT OF STRUCTURED INTERVIEW (PARA 6).

D. REQUIRES DA PHOTO OR PHOTO IN ARMY COMBAT UNIFORM (ACU) (PARA 8A).

E. APPLICANTS MAY INCLUDE LETTERS OF RECOMMENDATION FROM COMPANY COMMANDERS OR HIGHER. (PARA 8J).

F. ADDS POST PANEL AFTER ACTION REVIEW COMMENTS (PARA 15).

3. APPLICABILITY. THIS MESSAGE APPLIES TO ALL ACTIVE COMPONENT, USAR, AND NATIONAL GUARD IN-SERVICE APPLICANTS FOR FEDERAL OCS AT THE FT BENNING, GA OFFICER CANDIDATE SCHOOL, AND CONTAINS SOLDIER ELIGIBILITY AND APPLICATION REQUIREMENTS, WAIVER AND SELECTION PROCEDURES, AND GENERAL INFORMATION.

A. THIS MESSAGE DOES NOT PERTAIN TO STATE AND ACCELERATED NATIONAL GUARD OCS TRAINING. SPECIFIC RULES FOR NATIONAL GUARD SOLDIER'S APPLICATION FOR THE FEDERAL OCS PROGRAM CAN BE FOUND IN REFERENCE R.

B. USAR SOLDIERS WILL CONTACT ARMY RESERVE CAREERS DIVISION (ARCD) FOR ASSISTANCE.

4. FY 16 PANEL DATES. THE FOLLOWING DATES ARE FOR USAR AND AC IN-SERVICE SOLDIERS

AND ARE FOR FY 16 HQDA OCS SELECTION PANELS HELD AT HRC. HRC DOES NOT ESTABLISH DATES FOR LOCAL INTERVIEWS HELD AT BRIGADE OR HIGHER OR MILITARY PERSONNEL DIVISIONS (MPD) OR FOR NATIONAL GUARD. FOR LOCAL INTERVIEW DATES PLEASE CONTACT YOUR S1/G1, STATE AG, OR MILITARY PERSONNEL DIVISION. USAR WILL CONTACT ARMY RESERVES CAREER DIVISION (ARCD). IT IS REQUESTED THAT APPLICATION PACKETS BE SUBMITTED TO HRC VIA AKO AS SOON AS POSSIBLE. EARLY SUBMISSION ALLOWS FOR BETTER REVIEW AND CORRECTION OF THE OCS PACKET. IT ALSO GIVES ADDITIONAL TIME FOR THE PROCESSING OF PHYSICALS, REDUCING THE TIME REQUIRED FOR POSTING SELECTION PANEL RESULTS.

A. PANEL DATE 19-22 JANUARY 2016. DEADLINE FOR PACKET SUBMISSION IS 25 NOVEMBER 2015. THERE WILL BE NO EXCEPTIONS TO THE DEADLINE. APPLICANTS REQUESTING A WAIVER OR EXCEPTION, THE REQUEST MUST BE RECEIVED AT HRC NO LATER THAN 26 OCTOBER 2015. ARCD WILL ESTABLISH USAR APPLICATION DEADLINES TO MEET HRC DEADLINE.

B. PANEL DATE 9-13 MAY 2016. DEADLINE FOR PACKET SUBMISSION IS 29 FEBRUARY 2016. THERE WILL BE NO EXCEPTIONS TO THE DEADLINE. APPLICANTS REQUESTING A WAIVER OR EXCEPTION, THE REQUEST MUST BE RECEIVED AT HRC NO LATER THAN 1 FEBRUARY 2016. ARCD WILL ESTABLISH USAR APPLICATION DEADLINES TO MEET HRC DEADLINE.

C. SPECIFIC WAIVER AND EXCEPTION TO POLICY (ETP) GUIDANCE CAN BE FOUND IN PARAGRAPHS 9 AND 10.

## 5. RESPONSIBILITIES.

A. SOLDIERS ARE RESPONSIBLE FOR COMPLETING ALL FORMS THAT ARE NEEDED AND CAN BE COMPLETED BY THE APPLICANT. FORMS THAT CANNOT BE COMPLETED BY THE SOLDIER WILL BE GIVEN TO THE COMPANY OR BATTALION S1 FOR ASSISTANCE.

B. S1, MPD/DHR AND THE SOLDIER'S CHAIN OF COMMAND MUST PROVIDE AS MUCH ASSISTANCE TO THE APPLICANT AS POSSIBLE.

C. S1, MPD/DHR MAY CONTACT THE HRC OCS PROGRAM OFFICE FOR ASSISTANCE. SOLDIERS WILL BE DISCOURAGED FROM ASKING PROCESSING QUESTIONS OF WHICH S1 AND MPD/DHR SHOULD BE AWARE.

D. UNIT LEVEL S1 WILL BEGIN THE PROCESS BY ASSISTING SOLDIERS WITH ALL FORMS AND ENSURING THE SOLDIER'S AMHRR AND ERB/ORB ARE UP TO DATE. FORMS TO BE COMPLETED AT COMPANY LEVEL ARE LISTED BELOW. S1 WILL ALSO UPDATE AMHRR AND SUBMIT DOCUMENTS TO AMHRR, IF POSSIBLE. HRC OCS PROGRAM PERSONNEL WILL NOT SUBMIT DOCUMENTS TO AMHRR ON BEHALF OF THE SOLDIER.

(1) DA FORM 5339, OCS APPLICANT'S COMMANDERS EVALUATION SHEET.

(2) DA FORM 61, APPLICATION FOR APPOINTMENT (FIRST COMMANDER IN APPLICANT'S CHAIN OF COMMAND RECOMMENDS IN SECTION 2, PAGE 4).

(3) LETTER OF RECOMMENDATION, IF APPLICABLE.

(4) DA 705, APFT SCORE CARD.

(5) DA 5500 OR 5501, BODY FAT WORKSHEET, IF APPLICABLE.

(6) REVIEW AND UPDATE OF APPLICANT'S ERB/ORB (AC) OR DA 2-1 OR ARB (USAR).

E. BATTALION S1 WILL ASSIST SOLDIER IN COMPLETING ALL FORMS AND PROCESSES THAT COMPANY S1 COULD NOT COMPLETE. ONCE ALL FORMS AND ALL RECORDS ARE UP TO DATE, THE BATTALION S1 WILL SUBMIT PACKET TO BRIGADE OR HIGHER TO SCHEDULE AND CONDUCT THE STRUCTURED INTERVIEW.

F. BRIGADE OR HIGHER S1 OR MPD/DHR (FOR AC SOLDIERS ONLY) IS RESPONSIBLE FOR:

(1) SCHEDULE AND CONDUCT THE STRUCTURED INTERVIEW (SEE PARA 6). THIS MAY NOT BE DELEGATED BELOW THE O6 COMMAND LEVEL.

(2) FINAL REVIEW OF THE PACKET.

(3) SUBMITTING ONLY PACKETS OF THOSE RECOMMENDED BY THE MAJORITY OF THE INTERVIEW PANEL THROUGH THE AKO ORGANIZATIONAL FILE. PACKET MAY NOT BE SUBMITTED VIA EMAIL OR USPS. BRIGADE OR HIGHER S1/G1 OR MPD/DHR PERSONNEL REQUIRING ACCESS TO THE AKO ORGANIZATIONAL FOLDER MAY CONTACT THE INDIVIDUALS NOTED IN THE LAST PARAGRAPH OF THIS MESSAGE FOR ACCESS. ACCESS WILL NOT BE GRANTED TO UNITS BELOW O6 COMMAND LEVEL.

(4) EACH APPLICATION PACKET WILL BE UPLOADED TO AKO IN TWO SEPARATE SCANS IN .PDF FORMAT. ONE SCAN WILL CONTAIN ONLY THE PHYSICAL. THE OTHER SCAN WILL CONTAIN ALL OTHER REQUIRED DOCUMENTS LISTED IN THIS PARAGRAPH, NO PHYSICAL DOCUMENTS PERMITTED IN THE SECOND SCAN.

6. STRUCTURED INTERVIEW. THE FOLLOWING IS SPECIFIC GUIDANCE FOR THE STRUCTURED INTERVIEW (SI).

A. THE DA FORM 6285, INTERVIEW PLAN 2 (STRUCTURED INTERVIEW, ALSO KNOWN AS THE LOCAL BOARD) IS SIMILAR TO A JOB INTERVIEW AND IS INTENDED TO BE OBJECTIVE. INTERVIEW MEMBERS THAT HAVE RECOMMENDED OR ARE IN THE SOLDIER'S IMMEDIATE CHAIN OF COMMAND OR HAVE PERSONAL KNOWLEDGE OF THE APPLICANT CANNOT BE OBJECTIVE; THEREFORE, THEY MAY NOT SIT AS INTERVIEWERS.

B. IMMEDIATELY BEFORE THE STRUCTURED INTERVIEW, THE PANEL MEMBERS WILL REQUIRE THE APPLICANT TO SUBMIT A HANDWRITTEN NARRATIVE STATING "WHY I WANT TO BE AN ARMY OFFICER." THE PURPOSE OF THIS NARRATIVE IS TO GIVE THE INTERVIEWERS A CHANCE TO EVALUATE THE APPLICANT'S WRITING AND ABILITY TO EXPRESS A DESIRE TO SERVE AS A COMMISSIONED OFFICER.

C. A PANEL OF THREE COMMISSIONED OFFICERS WILL CONDUCT THE STRUCTURED INTERVIEW. PANEL PRESIDENT MUST HOLD THE GRADE OF O-4 OR ABOVE, WHILE THE REMAINING PANEL MEMBERS HOLD THE GRADE OF O-3 OR ABOVE (REF. AR 350-51C (2)).

D. INTERVIEWERS WILL ASK AS MANY QUESTIONS AS POSSIBLE FROM THE DA FORM 6285, BUT ARE NOT LIMITED TO THE QUESTIONS ON THE FORM. IT IS LIKELY THAT AN APPLICANT WILL ANSWER A QUESTION THAT MIGHT LEAD TO QUESTIONS NOT CONTAINED IN THE DA

FORM 6285. THIS IS PERMISSIBLE AND ENCOURAGED.

E. INTERVIEWERS MAY BE GIVEN THE SOLDIER'S OCS PACKET FOR REVIEW NO MORE THAN ONE DAY IN ADVANCE OF THE STRUCTURED INTERVIEW. PACKETS WILL REMAIN IN CONTROL OF THE DHR/MPD OR BDE S1 AND WILL NOT BE DISTRIBUTED. THE OCS APPLICATION PACKET IS TO BE CONSIDERED SENSITIVE AND CONFIDENTIAL AS IT CONTAINS PERSONALLY IDENTIFIABLE INFORMATION AND PERSONAL HEALTH INFORMATION. PHYSICALS WILL NOT BE GIVEN TO INTERVIEWERS.

F. INTERVIEWERS WILL NOT CONTACT THE SOLDIER'S UNIT NOR MAY THEY CONTACT INDIVIDUALS WITH PERSONAL KNOWLEDGE OF THE SOLDIER.

G. STRUCTURED INTERVIEW MAY NOT BE GIVEN TO THE SOLDIER AFTER THE INTERVIEW HAS BEEN COMPLETED.

H. SOLDIERS NOT RECOMMENDED BY THE PANEL MAJORITY WILL HAVE THEIR PACKET, MINUS THE DA FORM 6285, RETURNED. AT NO TIME, REGARDLESS OF RECOMMENDATION, WILL THE DA FORM 6285 BE GIVEN TO THE SOLDIER.

I. SENIOR MEMBER OF THE INTERVIEW PANEL WILL COUNSEL SOLDIERS NOT RECOMMENDED BY THE INTERVIEW PANEL REGARDING AREAS IN WHICH THE SOLDIER MAY IMPROVE. DA FORM 6285 WILL BE DESTROYED FOR SOLDIERS NOT RECOMMENDED BY THE PANEL MAJORITY.

J. INTERVIEWERS WILL COMPLETE ALL AREAS OF THE DA FORM 6285, PAGE 1 SO THAT RELATIONSHIP TO THE SOLDIER CAN BE DETERMINED.

K. EACH INTERVIEWER WILL PLACE THEIR SIGNATURE BLOCK AND SIGN AND DATE THE DA FORM 6285, ON PAGE 16. EACH INTERVIEWER WILL MAKE A STATEMENT OF ONE OR TWO PARAGRAPHS IN LENGTH, EITHER ON DA FORM 6285, PAGE 16, OR THEY MAY SUBMIT A TYPED STATEMENT IN LIEU OF COMMENTS ON DA FORM 6285, PAGE 16; STATEMENTS MUST BE LEGIBLE. SEPARATE STATEMENTS MUST BE IN MEMO FORMAT.

L. SUBMIT ONLY PAGES 1, 15 AND 16 OF DA FORM 6285.

7. WHO MAY NOT APPLY: IAW AR 350-51 (1-7).

A. BE CONVICTED BY CIVIL OR MILITARY COURTS (DOES NOT APPLY TO MINOR TRAFFIC VIOLATIONS WITH A FINE OR FORFEITURE OF \$250.00 OR LESS). HAVE BEEN JUDGED TO BE A JUVENILE OFFENDER, EVEN IF CONVICTION WAS REMOVED FROM COURT RECORDS (SEE AR 350-51 (1-5I)). WAIVERS ARE IN ACCORDANCE WITH AR 350-51 (TABLE 1-1) (REFER TO DODI 1304.26).

(1) FOR A FELONY CRIME OF RAPE, SEXUAL ABUSE, SEXUAL ASSAULT, INCEST, ANY OTHER SEXUAL OFFENSE, OR WHEN THE DISPOSITION REQUIRES THE PERSON TO REGISTER AS A SEX OFFENDER. NO WAIVERS AUTHORIZED (DODI 1304.26 2H (3)).

(2) ANY SOLDIER NOT OF GOOD MORAL CHARACTER. ANY SOLDIER UNDER SUSPENSION OF FAVORABLE PERSONNEL ACTION, FOR MILITARY PERSONNEL, CANNOT BE CONCLUDED IS OF GOOD MORAL CHARACTER (SEE AR 350-51 (1-5I) & (1-7F)).

B. AC SOLDIERS THAT HAVE BEEN ALERTED, TO INCLUDE VERBAL NOTIFICATION, OF DEPLOYMENT OR PCS. THIS IS TO ENSURE COMPLIANCE WITH THE JOINT TRAVEL REGULATION (CHAPTER 5), AND WITH THE INTENT TO ENSURE DEPLOYING UNITS ARE AT FULL STRENGTH (REF 350-51 (1-7E) & JTR).

C. AC AND USAR IN-SERVICE SOLDIERS THAT WILL BE 33 YEARS OF AGE ON THE CONVENING DATE OF THE HQDA OCS SELECTION PANEL. NO SOLDIER, REGARDLESS OF COMPONENT, MAY REACH THEIR 34TH BIRTHDAY WHEN ARRIVING FOR OCS TRAINING, NOR WILL THEY GRADUATE FROM OCS WITHOUT AN APPROVED ETP FROM THE APPROPRIATE AUTHORITY.

D. SOLDIERS SCHEDULED TO ATTEND OR SELECTED FOR ANY TRAINING OR SCHOOLS NOT ASSOCIATED WITH UNIT TRAINING (E.G. DRILL SERGEANT, RECRUITING SCHOOL, MOS RECLASSIFICATION, ASI TRAINING, ETC). SOLDIERS MAY ATTEND NCOES TRAINING AS LONG AS IT DOES NOT CONFLICT WITH SELECTEE'S SCHEDULED OCS TRAINING. (MAY REQUEST AN EXCEPTION IF RELEASE FROM COMMITMENT IS GRANTED BY THE APPROPRIATE AUTHORITY).

E. SOLDIERS WITH LESS THAN A 110 GT. NO EXCEPTION OR WAIVER.

F. SOLDIERS WHO ARE NOT UNITED STATES (U.S.) CITIZENS. NO EXCEPTION OR WAIVER.

G. THE ASA (M&RA) 02/09/2009 MEMORANDUM TO HRC, "REQUIREMENT FOR OFFICER CANDIDATE SCHOOL (OCS) CANDIDATES TO POSSESS A BACCALAUREATE DEGREE TO ATTEND FEDERAL OCS" IS IN EFFECT. THE MEMORANDUM IS AN EXCEPTION TO POLICY TO AR 350-51 (1-5F) AND AR 600-100 (1-10). NO WAIVER REQUESTS ARE AUTHORIZED AT THIS TIME, DUE TO THE U.S. ARMY CURRENT DRAWDOWN STATUS.

H. REFERENCING PARAGRAPH 1-6(3) IN AR 350-51. ALL HEALTH PROFESSIONAL ACCESS THROUGH USAREC (AMEDD). THIS REQUIREMENT IS NO LONGER APPLICABLE TO THE OCS PROGRAM.

I. INDIVIDUALS WHO DID NOT SUCCESSFULLY COMPLETE AN OFFICER'S COMMISSIONING SOURCE. WAIVER ALLOWED ALONG WITH SUPPORTING DD FORM 785 (REF AR 350-51 (1-7P)).

J. SOLDIERS WHO ARE ENROLLED IN OR ATTENDING BASIC COMBAT TRAINING (BCT); EXCEPT O9S OPTION AND COMMANDANT'S PROGRAM, ADVANCED INDIVIDUAL TRAINING (AIT) OR HAVE COMPLETED ASI TRAINING, OR MOS TRAINING WITHIN 1 YEAR PRIOR TO APPLICATION (IF MOS/ASI REQUIRES A MINIMUM COMMITMENT). NO EXCEPTION OR WAIVER.

K. SOLDIERS WHO HAVE BEEN ALERTED VERBALLY OR IN WRITING FOR DEPLOYMENT. SOLDIERS IN THIS CATEGORY MAY APPLY ONCE THEY HAVE ARRIVED IN THEIR DEPLOYMENT LOCATION. DEPLOYED SOLDIERS ARE NOT REQUIRED TO SUBMIT A COMMISSIONING PHYSICAL, BUT MUST SUBMIT A PHYSICAL THAT MEETS THE STANDARD OF REFERENCES B AND M WITHIN 90 DAYS OF REDEPLOYMENT. NO EXCEPTION OR WAIVER.

L. CONSCIENTIOUS OBJECTORS (UNLESS SOLDIER RENOUNCES SUCH BELIEF IN WRITING). NO EXCEPTION OR WAIVER.

M. SOLDIERS WHO WERE SEPARATED FROM ANY BRANCH OF SERVICE UNDER LESS THAN HONORABLE CONDITIONS. NO EXCEPTION OR WAIVER.

N. SOLDIERS INELIGIBLE FOR A SECURITY CLEARANCE OR HAVE HAD A SECURITY CLEARANCE REVOKED OR DENIED. NO EXCEPTION OR WAIVER.

O. SELECTED OR IDENTIFIED FOR SEPARATION UNDER QMP/QSP. NO EXCEPTION OR WAIVER.

P. SOLDIERS WITH AN ACTIVE APPLICATION FOR ANY PATH THAT WOULD LEAD TO A COMMISSION IN ANY BRANCH OF SERVICE. NO EXCEPTION OR WAIVER.

Q. SOLDIERS DISQUALIFIED FOR APPOINTMENT AS AN OFFICER FOR MEDICAL REASONS IN ANY OTHER PATH TO COMMISSION. NO EXCEPTION OR WAIVER.

R. SOLDIERS ON OR PLACED ON TDY ORDERS THAT RESULT IN ANY TYPE OF UTILIZATION. NO EXCEPTION OR WAIVER.

S. ACTIVE GUARD/RESERVE (AGR).

(1) SOLDIERS IN THE AGR PROGRAM ARE NOT ELIGIBLE FOR OCS. USAR AGR SOLDIERS THAT WISH TO APPLY FOR OCS THROUGH THE FEDERAL OCS PROGRAM ARE REQUIRED TO BE RELEASED FROM ACTIVE DUTY (REFRAD) FROM AGR STATUS, ENLIST IN THE ACTIVE OR RESERVE COMPONENT, AND APPLY THROUGH THE APPROPRIATE OFFICE. AGRS MAY NOT APPLY WHILE IN AGR STATUS. CONDITIONAL RELEASE FROM THE AGR PROGRAM IS NOT AUTHORIZED. NO EXCEPTION OR WAIVER.

(2) ARNG TITLE 10 AND TITLE 32 AGR SOLDIERS WILL NOT ATTEND FEDERAL OCS WHILE SERVING IN AN AGR STATUS UNLESS THEY HAVE COMPETED AND BEEN SELECTED FOR AN AGR COMMISSIONED OFFICER POSITION.

T. SOLDIERS WHO OR CURRENTLY ARE OR HAVE BEEN IN VIOLATION OF THE LAUTENBERG AMENDMENT. NO EXCEPTION OR WAIVER.

U. SOLDIERS NOT RECOMMENDED BY FIRST TWO COMMANDERS IN THEIR CHAIN OF COMMAND. NO EXCEPTION OR WAIVER.

V. SOLDIERS WITH EXCEPTIONS/WAIVERS DISAPPROVED WITHIN THE PREVIOUS 12 MONTHS.

W. THE APPLICANT MAY REAPPLY FOR THE OCS PROGRAM 1 YEAR AFTER THE DATE OF ADJOURNMENT OF THE SELECTION BOARD THAT DID NOT SELECT THE APPLICANT (REF AR 350-51 (4-7C)).

8. DOCUMENTS REQUIRED TO BE IN THE OCS PACKET. THE REQUIRED DOCUMENTS FOR APPLICATION TO THE FEDERAL OCS SCHOOL AT FT BENNING (USAR AND AC) ARE LISTED BELOW. DO NOT SCAN COLORED DOCUMENTS. DOCUMENTS MUST BE ARRANGED IN THE ORDER LISTED. DO NOT SUBMIT ANY DOCUMENTS NOT LISTED IN THIS MESSAGE. NG SOLDIERS MUST CONTACT THEIR STATE HEADQUARTERS FOR PACKET REQUIREMENTS.

A. DA PHOTO. DA PHOTO IS REQUIRED TO BE IN DAPMIS FOR NON-DEPLOYED SOLDIERS (AC AND USAR) IN THE ARMY SERVICE UNIFORM (ASU). DEPLOYED SOLDIERS WILL PROVIDE A BLACK AND WHITE PHOTO IN THE ACU WITH THE OCS PACKET. PHOTOS OF DEPLOYED SOLDIERS MUST BE SIGNED BY EITHER THE SOLDIER'S 1SG OR COMMANDING OFFICER. SOLDIERS IN ANY COMPONENT THAT DO NOT HAVE ACCESS TO AN ARMY PHOTO LAB WILL SUPPLY A PHOTO IN ARMY COMBAT UNIFORM.

B. ESSAY TITLED "WHY I WANT TO BE AN OFFICER". MUST BE HAND WRITTEN BY THE

APPLICANT AND LEGIBLE (TYPED ESSAYS ARE NOT ACCEPTED). MAXIMUM LENGTH IS TWO PAGES. TYPED ESSAYS WILL RESULT IN THE PACKET BEING RETURNED WITHOUT ACTION. ESSAY MUST BE COMPLETED WITHIN ONE HOUR OF START OF THE STRUCTURED INTERVIEW.

C. DA FORM 6285, INTERVIEW PLAN 2 (SEE PARA 6).

D. DA FORM 61. AN INSTRUCTION SHEET IS AVAILABLE UPON REQUEST BY CONTACTING THE PERSONNEL LISTED IN THE LAST PARAGRAPH OF THIS MESSAGE. PROHIBITED BRANCH SELECTIONS ARE CA, CH, DE, JA, MC, MS, SP, AN, SF, AND VC. USAR SOLDIERS MAY NOT CHOOSE AV AS A BRANCH SELECTION.

(1) AC SOLDIERS (MALE) WILL SELECT 10 BASIC BRANCH CHOICES (NO SPECIALTY BRANCHES) IN THE FOLLOWING MANNER: 2 COMBAT ARMS, 2 COMBAT SUPPORT, 2 COMBAT SERVICE SUPPORT BRANCHES WITH 1 COMBAT ARMS BRANCH BEING IN THE TOP THREE. THE OTHER CHOICES ARE AT THE DISCRETION OF THE APPLICANT.

(2) AC SOLDIERS (FEMALE) WILL SELECT 10 BASIC BRANCH CHOICES (NO SPECIALTY BRANCHES) IN THE FOLLOWING MANNER: 1 COMBAT ARMS, 2 COMBAT SUPPORT, 2 COMBAT SERVICE SUPPORT BRANCHES. FEMALES ARE NOT REQUIRED TO CHOOSE COMBAT ARMS AS ONE OF THEIR TOP 3 CHOICES. THE OTHER CHOICES ARE AT THE DISCRETION OF THE APPLICANT.

(3) USAR SOLDIERS WILL SELECT ONLY ONE BRANCH THAT COINCIDES WITH THE VACANCY THEY WILL FILL AT A UNIT.

(4) PAGE 4, PART II MUST BE CHECKED "I DO" OR "I DO NOT" BY THE FIRST TWO COMMANDERS IN THE CHAIN OF COMMAND (MINIMUM CPT AND LTC). COMMANDERS MUST MAKE A STATEMENT IN THE REMARKS SECTION OF THE RECOMMENDATION BLOCKS. COMMANDERS MAY ATTACH LETTERS OF RECOMMENDATION AND ENTER "SEE ATTACHED LETTER OF RECOMMENDATION" IN THE REMARKS BLOCKS.

E. PERSONAL INFORMATION SHEET. SOLDIERS MAY REQUEST A COPY OF THIS FORM FROM THE HRC OCS PROGRAM OFFICE OR BY VISITING THE HRC OCS WEBSITE.

F. LAST 3 EVALUATIONS. IT IS REQUESTED THAT RATING CHAINS NOT END A RATING PERIOD FOR THE SOLE PURPOSE OF APPLYING FOR OCS.

G. DA FORM 1059. FOR ALL PROFESSIONAL DEVELOPMENT (NCOES) COURSES COMPLETED, IF APPLICABLE.

H. ALL COLLEGE TRANSCRIPTS.

(1) NO COLOR COPIES. IF SOLDIER IS IN A POST GRADUATE PROGRAM IT IS REQUESTED THAT THE PACKET CONTAIN ANY TRANSCRIPTS AVAILABLE TOWARDS THE POST GRADUATE DEGREE.

(2) TRANSCRIPTS NOT IN AMHRR MUST BE STAMPED AS CERTIFIED TRUE COPIES, LEGIBLE WHEN COPIED AND SIGNED BY THEIR S1 OIC. TRANSCRIPTS MUST SHOW CUMULATIVE GPA, CUMULATIVE HOURS, TYPE DEGREE CONFERRED AND DATE DEGREE WAS CONFERRED.

(3) AN EDUCATION CENTER MEMO MAY SERVE AS AN OFFICIAL CERTIFICATION OF DEGREE. THE MEMO FROM AN INSTALLATION EDUCATION CENTER MUST STATE CUMULATIVE GPA,



CUMULATIVE HOURS, TYPE AND DATE DEGREE WAS CONFERRED. RESERVE COMPONENT SOLDIERS WHO DO NOT HAVE AN EDUCATION CENTER MAY SUBMIT TRANSCRIPTS TO THE FIRST COMMANDER IN THEIR CHAIN OF COMMAND FOR VERIFICATION. COMMANDERS MAY SUBSTITUTE THE EDUCATION CENTER MEMO WITH A SIMILAR MEMO AS PREPARED BY AN EDUCATION CENTER.

(4) SOLDIERS WHO HAVE MET THE REQUIREMENTS FOR A BACCALAUREATE DEGREE BUT HAVE NOT RECEIVED A FINAL TRANSCRIPT AND CERTIFICATE MAY SUBMIT A LETTER FROM THEIR COLLEGE/UNIVERSITY WITH ALL EARLIER TRANSCRIPTS. THE MEMO MUST STATE THAT THE REQUIREMENTS HAVE BEEN MET FOR AWARDED THE DEGREE AND MUST INCLUDE CUMULATIVE GPA, CUMULATIVE HOURS, DEGREE CONFERRED, AND EXPECTED DATE FINAL TRANSCRIPT WILL BE ISSUED TO GRADUATE. SOLDIERS MUST BE IN GOOD STANDING AND ELIGIBLE TO RECEIVE THEIR DEGREE AT THE TIME OF SUBMISSION OF THE OCS APPLICATION PACKET TO THEIR UNIT. SOLDIERS IN THIS CATEGORY MAY APPLY FOR OCS, BUT IF SELECTED, WILL NOT BE ENROLLED UNTIL FINAL TRANSCRIPT IS RECEIVED, REVIEWED, AND VALIDATED AT HRC OCS PROGRAM OFFICE.

(5) SOLDIERS WITH FOREIGN DEGREES MUST SUBMIT A TRANSCRIPT TRANSLATION FROM AN ACCREDITED TRANSLATION SERVICE. A LIST OF AUTHORIZED TRANSLATION SERVICES CAN BE FOUND ON [HTTP://WWW.NACES.ORG/MEMBERS.HTML](http://www.naces.org/members.html).

J. LETTERS OF RECOMMENDATION (LOR). LETTERS OF RECOMMENDATION OR CHARACTER REFERENCE ARE OPTIONAL FROM INDIVIDUALS WHO ARE FAMILIAR WITH THE APPLICANT'S LEADERSHIP POTENTIAL ARE OPTIONAL. APPLICANTS MAY SUBMIT UP TO FOUR LETTERS OF RECOMMENDATION, TWO PAGES EACH, NOT OLDER THAN ONE YEAR FROM THE DATE THE HQDA OCS SELECTION PANEL WILL MEET. LETTERS MAY COME FROM THE SOLDIER'S CHAIN-OF-COMMAND SUCH AS COMPANY / BN (OR HIGHER) COMMANDER, OR FROM OTHER SOURCES, EITHER MILITARY OR CIVILIAN.

K. DA FORM 5339. MUST INDICATE SOLDIERS HEIGHT AND WEIGHT AT THE TIME APPLICATION WAS SUBMITTED TO COMPANY COMMANDER. USE ONLY THE RATINGS NOTED ON THE FORM.

L. DA FORM 4322 (AC ONLY).

M. DA FORM 3574 OR 3575 (USAR ONLY).

N. UPDATED ENLISTED RECORD BRIEF (ERB/ORB) (AC ONLY).

O. DA FORM 2-1 (USAR ONLY).

P. DA FORM 705.

(1) ALL SOLDIERS SUBMIT THEIR MOST RECENT RECORD APFT. THE MOST RECENT APFT WILL BE TAKEN NO MORE THAN 2 MONTHS BEFORE THE APPLICANT'S STRUCTURED INTERVIEW (REF AR 350-51 (3-4B)).

(2) ALL AC SOLDIERS MAY SUBMIT UP TO FOUR RECORD APFTS, AT LEAST 30 DAYS APART.

(3) FOR USAR SOLDIERS ONLY. ALL RC SOLDIERS MAY SUBMIT UP TO FOUR RECORD APFTS, AT LEAST 30 DAYS APART. FM 7-22, TABLE 5-15 REQUIRES TWO APFTS BE GIVEN IN THE THIRD (APR-JUN) AND FOURTH (JUL-SEP) QUARTERS OF EACH FISCAL YEAR. FIRST AND SECOND QUARTERS ARE RESERVED FOR APFT TRAIN UP (REF FM 7-22 TBL 5-15).

(4) SOLDIERS DEPLOYED TO HOSTILE FIRE ZONES, WHERE CONDITIONS ARE TOO DANGEROUS TO TAKE AN APFT, MUST SUBMIT THE MOST RECENT RECORD APFT PRIOR TO DEPLOYMENT.

(5) DA FORM 705 MUST HAVE EVENT SCORE/TIME, HEIGHT, WEIGHT, AND SIGNATURE OF SCORER. GO/NO GO BLOCK MUST BE CHECKED. IF SOLDIER EXCEEDS HEIGHT/WEIGHT, BODY FAT PERCENTAGE, GO/NO GO BLOCKS MUST BE CHECKED. SOLDIERS THAT HAVE NO GO CHECKED IN BOTH WEIGHT AND BODY FAT BLOCKS MAY NOT APPLY.

(6) NO PERMANENT PROFILE AGAINST ANY EVENT IN THE STANDARD APFT IS PERMITTED.

(7) SOLDIERS SHOULD BE ABLE TO DEMONSTRATE THEIR ABILITY TO MAINTAIN MENTAL AND PHYSICAL HEALTH AT TIME OF APPLICATION AND PRIOR TO ARRIVAL AT OCS. WITHIN TWO WEEKS PRIOR TO DEPARTURE FOR TRAINING, THE UNIT COMMANDER WILL INTERVIEW THE SELECTEE. THIS IN-DEPTH INTERVIEW IS TO VERIFY THAT THE SELECTEE IS STILL QUALIFIED AND MOTIVATED TO ATTEND OCS. IT ENSURES THAT NO DISQUALIFYING FACTORS (FOR EXAMPLE, PHYSICAL, FINANCIAL, PERSONAL, OR MOTIVATIONAL) HAVE SURFACED SINCE THE SELECTEE APPEARED BEFORE THE STRUCTURED INTERVIEW BOARD (REF AR 350-51 (4-4A)).

Q. DA FORM 5500 (MALES) OR DA FORM 5501 (FEMALES), IF THE APPLICANT'S PHYSICAL SHOWS THEY EXCEEDED HT/WT, THE DA FORM 5500/5501 IS REQUIRED.

R. ALL DD FORMS 214, IF APPLICABLE.

S. DD FORM 785, IF APPLICABLE.

T. INSTALLATION SECURITY MANAGER MEMO SHOWING AN INTERIM OR HIGHER CLEARANCE. SOLDIERS WITH AN INTERIM SECRET CLEARANCE, IF SELECTED BY PANEL, SOLDIER MUST HAVE FINAL SECRET CLEARANCE PRIOR TO BEING ENROLLED IN OCS.

U. VERIFICATION OF CITIZENSHIP MEMO, IF APPLICABLE.

(1) FOR ALL SOLDIERS NOT BORN IN THE U.S., A SAMPLE MEMO MAY BE REQUESTED FROM OCS PROGRAM PERSONNEL.

(2) SOLDIERS BORN IN FOREIGN COUNTRIES OF U.S. CITIZENS MUST SHOW THE CONSULAR BIRTH CERTIFICATE TO THEIR COMMANDER. COMMANDERS WILL INCLUDE A CITIZENSHIP VERIFICATION MEMO STATING DATE, PLACE OF BIRTH, AND CITIZENSHIP OF BOTH PARENTS WITH THE PACKET.

(3) SOLDIERS MAY SUBMIT A COPY, CERTIFIED BY THEIR COMMANDER, OF A U.S. PASSPORT IN LIEU OF CITIZENSHIP MEMO.

(4) SOLDIERS BORN IN THE U.S. OR ONE OF ITS HOLDINGS DO NOT HAVE TO SUPPLY CITIZENSHIP DOCUMENTS.

V. DA FORM 2A (USAR ONLY).

W. SIFT TEST SCORE RESULTS, IF AV IS SELECTED AS A BRANCH, SCORE MUST BE ABOVE 40. MINIMUM GPA FOR AV BRANCH IS 3.0 (REFERENCE T). USAR MAY NOT APPLY FOR AV.

X. VACANCY STATEMENT (USAR ONLY). USAR SOLDIERS APPLYING FOR OCS MUST INCLUDE A COPY OF THE ROC LOAD SHEET FOR THE POSITION WHICH THEY ARE APPLYING. USAR SOLDIERS PLACED IN MI POSITIONS MUST BE CLEARED BY USARC G-1 PRIOR TO SUBMISSION OF PACKET TO HRC.

Y. STRUCTURED INTERVIEW APPROVAL MEMO. SAMPLE MAY BE REQUESTED FROM THE OCS PROGRAM OFFICE. SEE PARA 6 FOR INTERVIEW REQUIREMENTS. MEMO IS ISSUED BY THE O6 LEVEL COMMANDER OR ABOVE THAT ESTABLISHED THE STRUCTURED INTERVIEW. STRUCTURED INTERVIEWS ARE NOT AUTHORIZED BELOW THE O6 COMMAND LEVEL.

Z. UNIT COMMANDER'S CLEARANCE MEMO. SAMPLE MAY BE REQUESTED FROM OCS PROGRAM OFFICE.

AA. DD FORM 2807-1 AND DD FORM 2808.

(1) DOCUMENTS MUST ILLUSTRATE PROOF THAT THE APPLICANT MEETS AR 40-501, CHAPTER 2 MEDICAL STANDARDS AT THE TIME THE APPLICATION PACKET IS SUBMITTED. ALTERNATE FORMS ARE NOT PERMITTED. THE FOLLOWING STANDARDS, AT A MINIMUM, MUST BE MET:

(2) PHYSICAL MAY NOT BE OLDER THAN SIXTEEN MONTHS AT THE TIME THE HQDA OCS SELECTION PANEL CONVENES.

(3) BOTH DD FORMS MUST INDICATE TYPE OF PHYSICAL IS "OTHER-OCS" OR "COMMISSIONING".

(4) MINIMUM PULHES IS 222221.

(5) ALL LAB TEST RESULTS MUST BE SUBMITTED WITH PACKET.

(6) HEARING CONSERVATION TEST IS REQUIRED.

(7) SOLDIERS WHO HAVE PREVIOUSLY RECEIVED ANY TYPE OF CORRECTIVE EYE SURGERY MUST SUBMIT THE PRE-OPERATIVE EYE MEASUREMENTS WITH THE APPLICATION PACKET. APPLICANTS ARE REMINDED THAT HAVING ANY TYPE OF CORRECTIVE EYE SURGERY WILL BE CAUSE FOR MEDICAL DISQUALIFICATION UNTIL 2 POSITIVE EYE EXAMS NOTING NO ISSUES ARE PERFORMED.

(8) SOLDIERS SELECTING AV AS A BRANCH MUST HAVE AN APPROVED FLIGHT PHYSICAL STAMP ISSUED BY AEROMEDICAL, FT RUCKER SHOWING "QUALIFIED" ON THEIR CHAPTER 2 COMMISSIONING PHYSICAL.

(9) SOLDIERS WHO EXCEED HT/WT ON THE DATE THE PHYSICAL IS COMPLETED MUST SUBMIT A DA FORM 5500 OR 5501.

(10) SOLDIERS WHO ARE PLACED ON PROFILE AFTER SELECTION AND PRIOR TO OCS REPORT DATE ARE ENCOURAGED NOT TO ATTEND UNTIL CLEARED BY MEDICAL EXAMINATION FROM THEIR LOSING INSTALLATION.

AB. PHYSICALS FOR SOLDIERS DEPLOYED TO A COMBAT ZONE. IAW REF R, SOLDIERS DEPLOYED IN A HOSTILE FIRE ZONE ARE TEMPORARILY EXEMPT FROM THE PHYSICAL REQUIREMENT. THESE SOLDIERS MUST TAKE AND SUBMIT THE COMPLETE APPOINTMENT PHYSICAL TO THE HRC OCS PROGRAM OFFICE WITHIN 90 DAYS OF REDEPLOYMENT.

SOLDIERS IN THIS CATEGORY WHO ARE SELECTED FOR OCS WILL NOT BE ENROLLED IN OCS UNTIL THEY ARE MEDICALLY CLEARED BY THE HRC SURGEON'S OFFICE. SOLDIERS WHO ARE SELECTED AND FAIL TO COMPLY WILL BE REMOVED FROM THE SELECTION LIST AND MUST REAPPLY AT A LATER DATE, IF STILL FULLY QUALIFIED.

9. EXCEPTIONS TO POLICY. THE FOLLOWING ARE THE MINIMUM DOCUMENTS REQUIRED TO PROCESS AN ETP. SUSPENSE DATE FOR AN ETP ARE NOTED IN PARAGRAPH 4A AND B.

A. DA FORM 4187, SIGNED BY FIRST COMPANY COMMANDER (MINIMUM CPT); COMMANDER MUST RECOMMEND APPROVAL. (SAMPLE MAY BE REQUESTED FROM HRC)

B. DA FORM 4187-1-R SIGNED BY LTC COMMANDER (O5) OR HIGHER. COMMANDER MUST RECOMMEND APPROVAL.

C. ALL COLLEGE TRANSCRIPTS AND EDUCATION CENTER MEMO AS NOTED IN PARAGRAPH 8H.

D. UPDATED ERB/ORB (AC) OR DA 2-1 OR ARB (USAR).

E. DD FORM 785, IF APPLICABLE.

10. WAIVER AUTHORITIES. EXCEPTIONS TO POLICY RECEIVED WITH APPLICATION PACKETS WILL BE RETURNED WITHOUT ACTION. PACKETS OF APPLICANTS THAT REQUIRE AN EXCEPTION TO POLICY OR WAIVER THAT DO NOT DISCLOSE ISSUES WILL BE RETURNED WITHOUT ACTION. WAIVER APPROVAL/DISAPPROVAL AUTHORITIES CAN BE FOUND IN AR 350-51 (AC), AR 140-50 (USAR) AND REFERENCE R (NG).

11. ASSIGNMENT, ENROLLMENT AND ORDERS.

A. HRC WILL PLACE ALL AC SOLDIERS IN OCS THROUGH ATRRS. AC SOLDIERS WILL ATTEND OCS IN A TDY AND RETURN STATUS. THE SOLDIER'S UNIT/INSTALLATION IS RESPONSIBLE FOR CREATING ORDERS. REQUESTS FOR ORDERS (RFO) FOR AC SELECTEES ARE NOT REQUIRED. ENROLLMENT IN OCS IN ATRRS IS CONFIRMATION OF SELECTION AND WILL SUFFICE IN LIEU OF RFO.

B. USAR SOLDIERS

(1) ONLY USAR SOLDIERS SELECTED ON AN HQDA OCS SELECTION PANEL HELD AT HRC WILL BE ENROLLED IN OCS.

(2) OFFICER SELECTS ARE TRANSFERRED FROM CURRENT UNIT TO THEIR NEW UNIT IN THE POSITION FOR WHICH THE APPLICANT WAS PANELED.

(3) ANY CHANGES TO THE BRANCH/POSITION AGAINST WHICH THE SOLDIER WAS PANELED WILL BE SENT TO THE USARC G-1 IMT TEAM AT [USARMY.USAR.USARC-HQ.MBX.ACCESSIONS@MAIL.MIL](mailto:USARMY.USAR.USARC-HQ.MBX.ACCESSIONS@MAIL.MIL) THROUGH THE CHAIN OF COMMAND.

(4) OCS CANDIDATES ARE ADMINISTRATIVELY PROMOTED TO THE GRADE OF SGT/E5 WHILE ATTENDING OCS. OCS CANDIDATES ADMINISTRATIVELY ELIMINATED OR MEDICALLY DISQUALIFIED FROM OCS WILL BE ADMINISTRATIVELY REDUCED IN GRADE AS DETERMINED

BY THE COMMANDANT, OCS.

(5) USAR SOLDIERS ARE ENROLLED IN FEDERAL OCS THROUGH ATRRS AT THE UNIT LEVEL. USAR SEATS ARE ALLOCATED UNDER USAR QUOTA SOURCE "TU". THE ATRRS APPLICATION WILL BE INITIATED AT THE SOLDIER'S UNIT AND FORWARDED TO THEIR MSC/QUOTA MANAGER FOR APPROVAL.

(6) UPON COMPLETION OF OCS, HRC WILL CREATE APPOINTMENT ORDER. OCS GRADUATES SHOULD CONTACT THE APPROPRIATE USARC G-1 IMT PERSONNEL TO SCHEDULE BOLC.

C. NATIONAL GUARD SOLDIERS WILL CONTACT THEIR STATE HEADQUARTERS FOR ENROLLMENT IN FEDERAL OCS AT FT BENNING, GA. NG SOLDIERS MUST HAVE A FEDERAL OCS (FOCS) CONTROL NUMBER ISSUED BY NGB, WASHINGTON, D.C.; FOCS WILL BE ENTERED INTO ATRRS. NG SOLDIERS WITHOUT FOCS MAY NOT START TRAINING WITHOUT THE AUTHORITY OF HQ, NGB.

12. DOCUMENTS ISSUED UPON GRADUATION FROM FEDERAL OCS. UPON GRADUATION FROM OCS SOLDIERS ARE REQUIRED TO MAINTAIN A COPY OF THEIR APPOINTMENT DOCUMENTS AND REVIEW THEIR AMHRR FILE AT LEAST QUARTERLY. SOLDIERS WHOSE APPOINTMENT DOCUMENTS DO NOT APPEAR IN AMHRR WITHIN 90 DAYS OF GRADUATION MUST SUPPLY A COPY OF THE APPOINTMENT DOCUMENTS TO THEIR AMHRR CLERK FOR SUBMISSION TO IPERMS. AMHRR CLERK WILL PROVIDE A BATCH NUMBER TO THE 2LT OCS GRADUATE. DOCUMENTS THAT ARE REQUIRED FOR APPOINTMENT ARE:

A. DA FORM 61. CREATED BY SOLDIER, ENDORSED BY SOLDIER AND FIRST TWO COMMANDERS IN CHAIN OF COMMAND. PERMED BY HRC WITHIN 10 DAYS OF GRADUATION FROM OCS.

B. APPOINTMENT ORDER. CREATED AND SUBMITTED TO PERMS BY HRC.

C. DD 214, CREATED AND SUBMITTED TO PERMS BY FT BENNING DHR.

D. SEPARATION ORDER. CREATED AND SUBMITTED TO PERMS BY FT BENNING DHR.

E. DA FORM 71. CREATED AT OCS BN AT FT BENNING, SUPPLIED TO FT BENNING DHR FOR CREATION OF APPOINTMENT LETTER AND ORDERS.

F. ACTIVE DUTY ORDER, IF APPLICABLE. CREATED AND SUBMITTED TO PERMS BY FT BENNING DHR.

G. APPOINTMENT LETTER. CREATED AND SUBMITTED TO PERMS BY FT BENNING DHR.

13. HQDA OCS SELECTION PANEL RESULTS. RESULTS WILL BE RELEASED AS SOON AS POSSIBLE AFTER ALL PROCESSES ARE COMPLETE. RELEASE OF FINAL RESULTS MAY TAKE UP TO 12 WEEKS. ALL SOLDIERS THAT APPLY AND ARE CONSIDERED BY THE HQDA OCS SELECTION PANEL, THEIR S1 AND MPD/DHR WILL RECEIVE NOTIFICATION THROUGH EMAIL OF RESULTS. EARLY RELEASE OF RESULT IS NOT AUTHORIZED.

14. REINSTATEMENT.

A. SOLDIERS WHO HAVE ATTENDED AND BEEN RELIEVED FROM FEDERAL OCS MAY REQUEST REINSTATEMENT WITHIN 1 YEAR OF RELIEF ON THEIR DD FORM 785, PROVIDED THEY ARE IN COMPLIANCE WITH PUBLISHED REQUIREMENTS AND CRITERIA.

B. USAR SOLDIERS MUST CONTACT ARCD FOR ASSISTANCE AT [USARMY.USARC.ARCD.MBX.HQ-OPS-SPCMSN-ORGANIZATIONAL-MAILBOX2@MAIL.MIL](mailto:USARMY.USARC.ARCD.MBX.HQ-OPS-SPCMSN-ORGANIZATIONAL-MAILBOX2@MAIL.MIL).

C. NATIONAL GUARD SOLDIERS WILL CONTACT THE APPROPRIATE OFFICER ACCESSIONS OFFICE WITHIN THEIR STATE.

D. SOLDIERS MUST BE ELIGIBLE UNDER THE GUIDELINES OF THE APPLICABLE REGULATION AND CURRENT MILPER MESSAGE AND MUST SUBMIT DOCUMENTS LISTED IN PARAGRAPH 8. IF RELIEF WAS FOR MEDICAL REASONS OR COMMISSIONING PHYSICAL IS OVER ONE YEAR OLD, A NEW COMMISSION PHYSICAL MUST BE SUBMITTED WITH THE REQUEST.

E. ALL SOLDIERS PREVIOUSLY RELIEVED FROM A COMMISSIONING PROGRAM, REGARDLESS OF SERVICE, MUST SUBMIT OR HAVE THE DD FORM 785, RECORD OF DISENROLLMENT FROM OFFICER CANDIDATE TYPE TRAINING, IN THEIR REINSTATEMENT REQUEST OR AMHRR.

15. THE FOLLOWING ARE EXCERPTS FROM THE AFTER ACTION REVIEW. COMMENTS HAVE BEEN ABBREVIATED.

A. SOME APPLICANT ESSAYS DID NOT SHOW MOTIVATION AND DESIRE TO BECOME AN OFFICER. ESSAYS WERE NOT CLEAR AND CONCISE AND NEATLY WRITTEN. SOME ESSAYS WERE TYPED.

B. STRUCTURED INTERVIEW RATINGS WERE NOT SUPPORTED BY PACKET CONTENTS. RATINGS WERE INFLATED WITHOUT JUSTIFICATION (COMMENTS) WRITTEN IN THE INTERVIEWS.

C. HISTORICAL APFT SCORES PEAKED AT APPLICATION. MEMBERS FELT THE BEST CANDIDATES SHOULD BE CONSISTENTLY HIGH.

D. DA PHOTOS ARE NEEDED IN PACKETS.

E. SOME PACKETS DID NOT CONTAIN ALL DOCUMENTS AS REQUESTED IN THE MILPER MESSAGE (E.G., INTERVIEWER'S COMMENTS WERE NOT INCLUDED IN SOME APPLICATIONS).

F. PACKETS THAT WERE MISSING ITEMS SHOULD HAVE BEEN RETURNED WITHOUT ACTION. INSTRUCTIONS FOR ASSEMBLING PACKETS WERE NOT FOLLOWED BY MANY SUBMITTING ELEMENTS.

G. POORLY SCANNED PACKETS SHOULD BE RETURNED WITHOUT ACTION.

H. PACKETS SHOULD CONTAIN LETTERS OF RECOMMENDATION FROM THE COMPANY AND BATTALION COMMANDERS IN ADDITION TO COMMENTS ON THE DA FORM 61, PAGE 4, PART II.

I. PANEL MEMBERS FELT THAT UNITS AND APPLICANTS ARE NOT TAKING THE TIME TO ENSURE ALL PACKETS AND DOCUMENTS ARE TO STANDARD NOTED IN MILPER MESSAGE.

J. THE OCS PROGRAM MANAGER WILL ENSURE THAT ALL STANDARDS ARE MET IAW THE MILPER MESSAGE. PACKETS THAT ARE INCOMPLETE, POOR COPY, NOT TO STANDARD, ETC, WILL BE RETURNED WITHOUT ACTION ON ALL FUTURE HQDA OCS SELECTION PANELS. HISTORICAL APFT, DA PHOTO OR PHOTO IN UNIFORM FOR DEPLOYED SOLDIERS WILL BE REQUIRED ON ALL FUTURE HQDA OCS SELECTION PANELS.

16. POC FOR THIS MESSAGE IS MR PREETORIUS AT 502-613-6352 OR MS MOORE AT 502-613-6353 OR EMAIL [USARMY.KNOX.HRC.MBX.OPMD-OCS-ACC-BR@MAIL.MIL](mailto:USARMY.KNOX.HRC.MBX.OPMD-OCS-ACC-BR@MAIL.MIL).