



DEPARTMENT OF THE ARMY
HEADQUARTERS, 3RD BATTALION (OCS), 11TH INFANTRY REGIMENT
FORT BENNING, GEORGIA 31905-5000

REPLY TO
ATTENTION OF:

20 July, 2011

3rd Battalion (OCS) 11th Infantry Brigade
6510 Benjamin Avenue
Fort Benning, GA 31906-4410

Dear Sir,

Enclosed is an application for induction into the Officer Candidate School Hall of Fame at Fort Benning, Georgia. You may nominate yourself.

To complete the application, we require two color photographs of the nominee (1-8x10 and 1-5x7 inches in size). These photographs must be in a Class A uniform from the waist up without headgear or in a business suit. Additionally, please complete the enclosed privacy act waiver and biographical sketch and return these items to the following address below.

Commander
3rd Battalion (OCS) 11th Infantry Regiment
ATTN: S-1
6510 Benjamin Avenue, Bldg. 2749
Fort Benning, GA 31905-4410

Once your nomination packet is reviewed and you are selected for induction, we will send you additional information concerning the induction ceremony. The cut off date for submission is December 31, 2011. Packets must be post marked no later than December 31st.

If you have any questions concerning the Hall of Fame, please feel free to contact CPT Reginald J. Mitchell at the above address or phone (706) 545-9833/6754 or Defense Switched Network (DSN) 835-9833/6754.

Sincerely,

John A. Best
LTC, Infantry
Commanding

CRITERIA AND PROCEDURES FOR INDUCTION INTO THE OCS HALL OF FAME

1. The Hall of Fame is intended to honor graduates of the Officer Candidate School Program who have distinguished themselves in military or civilian pursuits. Selection is not guaranteed. You will be notified upon your selection. The criteria for possible selection are as follows:

a. Commissioned from any active component Army OCS program and accomplished one of the following:

- (1) Awarded the Medal of Honor
- (2) Attained the rank of Colonel while serving on active duty or the reserves.
- (3) Elected or appointed to an office of prominence in the national or state government.
- (4) Achieved national or state recognition for outstanding service to the nation.
- (5) Attained an exceptional wartime service record.

2. Applications must include the following:

- a. Name, grade
- b. Complete mailing address, work and home phone number
- c. Graduation date, class number, and the school attended
- d. Copy of OCS graduation orders, commissioning certificate or diploma
- e. Copy of Colonel Promotion orders and date of rank
- f. Description of military or civilian distinctions if appropriate. Include all documents which support achievements.
- g. Privacy Act Waiver
- h. Biographical Sketch
- I. 1- 8x10 and 1-5x7 Color photos in Class A uniform or business suit, from the waist up without headgear.

3. Requests for exception to policy of the criteria will be considered on a case by case basis.

4. A voting board is used to select nominees to be inducted into the Hall of Fame. The Board consists of the Assistant Commandant, USAIS, 11th Infantry Brigade Commander, Commander, BCTB, Commander, Infantry Training Brigade, Qualified retired OCS HOF member and Commander, 3rd BN, 11th Infantry Regiment. A majority vote is required for selection. The Commanding General, USAIS will approve nominees for induction into the Hall of Fame. Selection is not guaranteed. You will be notified upon selection.

5. Nominations or further inquiries for the Hall of Fame should be submitted to

Commander, 3/11th IN (OCS) BN
ATTN: S-1
6510 Benjamin Avenue, Bldg. 2749
Fort Benning, GA 31905-4410

REQUEST FOR INDUCTION
OFFICER CANDIDATE SCHOOL HALL OF FAME

NAME OF NOMINEE: _____

MAILING ADDRESS: _____

NOMINATOR'S NAME: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER OF NOMINEE: () _____

DSN: _____

SEND TO:

COMMANDER

ATTN: S1

3D BATTALION (OCS), 11TH INFANTRY REGIMENT

6510 BENJAMIN AVE, BLDG 2749

FORT BENNING, GEORGIA 31905-4410

POC:

S1 SECTION (706) 545-9159 OR 9160

DSN 835-9159 OR 9160

FAX (706) 545-8377

PRIVACY ACT WAIVER

The Privacy Act of 1974 provides the authority to request information under section 5 U.S.C. 552a. The purpose of this information request is to provide the Officer Candidate School Hall of Fame Processing Officers with information on the military and or civilian careers of recommended nominees for induction into the Officer Candidate School Hall of Fame. Disclosure of SSN and personal information is voluntary. Failure to provide authorization may result in rejection of nomination.

I, _____, understanding my rights under the Privacy Act of 1974, hereby waive any right to restrict access to any existing Government document and freely consent to the release of all Government records pertaining to me to the Officer.

NOMINEE'S SIGNATURE

DATE