

Army National Guard and Army Reserve

# **Appointment of Reserve Commissioned Officers for Assignment to Army Medical Department Branches**

Headquarters  
Department of the Army  
Washington, DC  
15 February 1984

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 135-101

Appointment of Reserve Commissioned Officers for Assignment to Army Medical  
Department Branches

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Effective 15 March 1984

**Army National Guard and Army Reserve**

**Appointment of Reserve Commissioned Officers for Assignment to Army Medical Department Branches**

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**By Order of the Secretary of the Army:**

**E. C. MEYER**  
*General, United States Army*  
*Chief of Staff*

**Official:**

**J. C. PENNINGTON**  
*Major General, United States Army*  
*The Adjutant General*

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**History.** This publication has been reorganized to make it compatible with the Army electronic publishing database. No content has been changed.

**Summary.** This revision updates policies, eligibility requirements, and processing procedures for the appointment of AMEDD officers with or without concurrent call to active duty. Major changes are: Clarifies MSC appointment criteria in the supply and administration specialties; deletes provision for A US appointment of ANC/AMSC officers not yet 21 years

of age; revises and clarifies ANC and AMSC appointment criteria; provides for accelerated processing of active duty applicants on recommendation of The Surgeon General; provides for waiver of retirement eligibility as requested by MC applicants who cannot qualify for retirement by age 60; provides for USAR service obligation for females as a result of the Defense Appropriation Authorization Act of 1978; clarifies prohibition against double counting any time credited for prior commissioned service; adds USAREC in routing of applications for ANC unit vacancies of Army Reserve; adds creditable 66 years of service in an active status for the MSC supply and administration specialties; and changes credit in an active status for optometry and podiatry specialties based on professional education.

**Applicability.** See para 1-2.

**Proponent and exception authority.** The proponent agency of this regulation is the Office of the Surgeon General.

**Army management control process.**

This publication does not contain information that affects the New Manning System.

**Supplementation.** Local supplementation of this regulation is prohibited except upon approval of The Surgeon General.

**Interim changes.** Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

**Suggested Improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA(SGPE-PD), 1900 Half Street, SW, Wash DC 20324.

**Distribution.** To be distributed in accordance with DA Form 10-9A requirements for AR, Army National and Army Reserve.

*Active Army: C*  
*ARNG & USAR: A*

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\*This supersedes AR 135-101, 22 November 1976, C 1, 21 October 1977, and IC 2-1, 201430Z September 1978; and DA message (SGPE-PD) 162020Z May 1978.

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## **Chapter 1**

### **GENERAL**

#### **1-1. Purpose**

This regulation prescribes policy, procedures, and eligibility criteria for appointment in the Reserve Components of the Army, with or without concurrent active duty, in the six branches of the Army Medical Department (AMEDD).

#### **1-2. Applicability**

This regulation applies to the Active Army, Army National Guard of the United States (ARNGUS), and the US Army Reserve (USAR).

*a.* Other regulations applicable to appointment are shown in (1) through (4) below.

(1) The basic appointment eligibility requirements and policies prescribed in AR 135-100 pertain to appointment with assignment to an AMEDD branch except as noted in this regulation. Pertinent provisions of AR 135-100 are not repeated in this regulation.

(2) NGR 600-100 and chapter 3, section IX, AR 135-100 apply to appointment procedures and Federal recognition in the Army National Guard (ARNG). An ARNGUS appointment will be as a Reserve of the Army officer for service as a member of the ARNGUS.

(3) AR 135-210 applies to the order of active duty of individual members of the ARNGUS and the USAR during peacetime.

(4) AR 140-10 contains rules for removal from active status and exceptions to them and governs transfer to AMEDD branches (see para 1-10b). NGR 600-100 provides appointment and branch transfer procedures for ARNG officers.

*b.* Information on AMEDD active duty and USAR procurement programs may be obtained from HQDA (SGPE-PD), 1900 Half Street, SW, WASH DC 20324. This will ordinarily include criteria for professional qualification. Applicants may obtain information on USAR unit vacancies and eligibility criteria for appointment from the following sources: Local USAR AMEDD personnel counselors; local unit commanders; major Army commands (MACOMs); US Army Reserve Components Personnel and Administration Center (RCPAC); and, for Army Nurse Corps (ANC) only, the US Army Recruiting Command (USAREC).

*c.* Information on ARNG unit vacancies and eligibility criteria for appointment may be obtained from local ARNG units, ARNG AMEDD full-time Recruiting Force, or State Adjutant General.

#### **1-2.1. Impact on New Manning System.**

This publication does not contain information that affects the New Manning System.

#### **1-3. Personnel eligible and grade on appointment**

*a.* Commissioned officers of any Reserve Component (RC) of the Army who have served satisfactorily in the specialty for which they are applying may be appointed and/or called to active duty under either (1) or (2) below, whichever selection would result in a higher grade or greater promotion service on the date of appointment.

(1) In the grade currently held if serving in the specialty for which applying.

(2) In the highest grade for which they can fully qualify by education and experience, gained after becoming professionally qualified. This is indicated in chapter 3.

*b.* Commissioned officers of an RC of an Armed Force other than the Army who are approved for an interservice transfer (10 USC 716) with assignment to the AMEDD will be given a grade and date of rank as follows:

(1) If transferred from—

(a) The active duty list (ADL) of another service to the ADL of the Army, the officer's active duty grade and date of rank will be the same as that held in the former Armed Force.

(b) Another Service's ADL to the Army ADL, the officer's permanent Reserve grade and date of rank, if different from the active duty grade and date of rank in the losing Service, will on appointment in the Reserve of the Army, be determined as indicated in paragraph 3-2.

(c) An RC of another Armed Force (not on the ADL), the officer's permanent Reserve grade and date of rank will be the same as the Reserve grade and DOR held in the former Armed Force.

(2) Appointments pursuant to the above interservice transfers do not require Senate confirmation (10 USC 716).

(3) If transferred from an RC of the Army (not on the ADL) and then ordered to active duty for service on the ADL in the Army, the officer's active duty grade and date of rank will be determined as indicated in a above with Senate confirmation as applicable.

*c.* Qualified persons, with or without prior military service. These persons include members of the ARNG and USAR who are not on-active duty and who are seeking assignment to a different branch. Applicants may qualify for appointment based on education and/or experience (chap 3) and may be appointed in grades stated in *e* below.

*d.* Former second lieutenants who, upon appointment, would be eligible for promotion to first lieutenant, may be appointed in the grade of first lieutenant.

*e.* Appointment grades authorized under this regulation are—

(1) Medical Corps (MC), Dental Corps (DC), and Veterinary Corps (VC)-first lieutenant through major (may be waived by the Secretary of the Army or designee).

(2) Medical Service Corps (MSC), Army Nurse Corps (ANC), and Army Medical Specialist Corps (AMSC)—second lieutenant through major (may be waived by the Secretary of the Army or designee).

(3) Appointment of applicants in the grades of lieutenant colonel and colonel to fill existing vacancies in critical shortage specialty areas will be approved only for those applicants who are exceptionally well qualified to discharge the duties of an officer assigned to a position for which the higher grade is authorized. Such appointment must also be recommended by a board of officers convened by the Secretary of the Army; this applies unless the applicant was formerly a commissioned officer of an Armed Force. (See sec 594(a), title 10, United States Code (10 USC 594(a)).)

#### 1-4. Appointment limitations

Appointment of qualified applicants as commissioned officers will be limited to those required to—

- a. Implement authorized AMEDD personnel procurement programs.
- b. Meet the need for officers for active duty.
- c. Fill appropriate mobilization designation table of distribution vacancies when the individual has been approved by the proponent agency for designation to fill such position.
- d. Fill appropriate Ready Reserve troop program unit vacancies.
- e. Fill the requirements of the Ready Reserve Reinforcements as established by Department of the Army. Appointments within these quotas will be tendered to fully qualified individuals

#### 1-5. General eligibility criteria

Except as noted below, applicants must meet the eligibility requirements specified in paragraph 1-4, AR 135-100.

a. *Age in grade for AMEDD branches.* Maximum age in grade limits are reflected below. Applicants must not have reached the birthday of the maximum age shown below prior to appointment in the grade listed. The age limits may be increased for former officers of any component of the Armed Forces, by an amount not to exceed length of prior service in the grade in which appointment is authorized. Prior service means any period of commissioned service that an officer has served on active duty or active Reserve service in any component of the Armed Forces. An increase in age is not authorized if an applicant will have less than 2 years before being removed from active status (AR 140-10 or NGR 600-100) if applying for appointment and concurrent active duty, before being removed from active duty with the Active Army (AR 135-175). The minimum age for appointment and assignment to an AMEDD branch is 21.

**Table 1-1**  
**Minimum and Maximum Age Limitations**

Grade	Maximum age*
2LT .....	33
1LT .....	38
CPT .....	43
MAJ .....	50
LTC .....	51
COL .....	55

Notes:

\* For MSC Specialty Skill Identifier (SSI) 67 series.

#### b. Service availability requirements.

(1) Applicants for appointment with concurrent active duty must be able to—

(a) Complete 10 years commissioned service before completing 20 years to qualify for retirement, under 10 USC 3911.

(b) Complete 20 years of service to qualify for retirement under 10 USC 3911, before reaching the date when involuntary removal from active duty is required by AR 635-100.

(2) Applicants for appointment as commissioned officers without concurrent call to active duty must be able to complete 20 years of qualifying service for retired pay (10 USC 1331 and 1332) before mandatory removal from an active status. See AR 140-10 or NGR 600-100.

(3) Notwithstanding (1)(b) and (2) above, applicants for appointment with assignment to AMEDD branches other than MSC (and optometrists and podiatrists appointed with concurrent active duty in the MSC), may be appointed with a waiver of service availability requirements. This is provided that an extension of the date of mandatory removal from active status under AR 140-10 or NGR 600-100, or an extension of the date of involuntary removal from active duty

under AR 635-100 would be possible, such that either (1)(b) or (2) above, as appropriate, could be met under current regulations. In these cases, see paragraph 2-1a(4)(a).

*c. Medical examination.* Applicants must undergo a medical examination as prescribed in AR 40-501 and AR 140-120 for appointment and assignment to the AMEDD branches.

*d. Security requirements.* An applicant must have been the subject of a National Agency Check (NAQ or investigation of broader scope (AR 381—20). An exception is granted to appointment of a qualified US citizen or immigrant alien applicant (e below) prior to completion of the NAC and FBI Name Check provided a statement of understanding for appointment as a commissioned officer is signed (DA Form 4572-R) (fig 2-2). Tendering of appointment will be delayed if a completed FBI Name Check reveals the appointment may not be consistent with the interest of national security. For applicants being appointed with concurrent active duty, the NAC and FBI Name Check will be initiated by HQDA(SGPE-PD). The appointment authority will initiate the NAC and FBI Name Check for appointees without concurrent call to active duty, if not previously accomplished (para 2-2). If, as a result of completion of the postcommissioning investigative processes, an individual is unacceptable for appointment as a commissioned officer, the officer will be relieved from active duty and/or discharged (chap 3, see X, AR 635-100 and para 4-4, AR 135-175).

*e. Citizenship.* An applicant must be a citizen of the United States or have lawfully entered the United States for permanent residence under the Immigration and Naturalization Act, as amended, unless currently serving or has served previously in the Armed Forces of the United States. Provisions of paragraph 1-4b(1), AR 135-100 apply. Applicants for appointment in the ARNG must be US citizens (32 USC 313). (See also para 2-1n and o and 2-3.)

*f. Education and experience.* Each applicant must meet the—

(1) English language standards as prescribed in paragraph 1-4d(1), AR 135-100.

(2) Educational and professional requirements prescribed for each specialty as shown in paragraph 1-11.

*g. Accelerated appointment.* ANC applicants for appointment with concurrent call to active duty, upon recommendation of The Surgeon General (TSG), may be tendered a USAR appointment before all appointment requirements are completed. Individuals will sign a statement of understanding (fig 2-1). If the applicant does not satisfactorily complete all appointment prerequisites, the officer will be released from active duty (see 681(2), Title 10, United States Code (10 USC 681(2)) and discharged (para 4-4b(8), AR 135-175).

## **1-6. Ineligible individuals**

Persons specified in paragraph 1-5, AR 135-100 (except for paras c(7) and g) are not eligible for appointment unless waiver is specifically authorized. In addition, the following are not eligible for appointment or active duty:

*a.* Individuals separated under the provisions of sections V, VI, X, XIII, XV, XVI, and XVII, chapter 3, AR 635-100.

*b.* Individuals who have received severance pay.

*c.* Individuals who have received readjustment pay unless they submit a waiver statement. The individual must acknowledge receipt of readjustment pay when discharged from active duty and agree to refund that portion required under current provisions of the DOD Pay and Allowances Entitlements Manual.

*d.* Individuals who have received separation pay after 15 September 1981 under the provisions of section 1174, title 10, United States Code (10 USC 1174) (Separation pay upon involuntary discharge or release from active duty).

## **1-7. Waiver**

*a.* Requests for waiver of eligibility requirements will be considered only when the applicant is otherwise exceptionally well qualified. Requests for waiver will be sent with the application to TSG for processing. See paragraph 1-6, All 135-100.

*b.* Waiver of educational or professional requirements will not be considered except as specifically authorized in paragraph 1-11.

*c.* Waiver will be considered for individuals discharged after twice failing selection for mandatory USAR promotion (AR 135-100, para 1-5c(4)) under the following circumstances:

(1) When the nonselection was based on promotion service accrued while—

(a) Assigned to USAR Control Group (Delayed) and/or enrolled as students in approved professional schools.

(b) Serving in a civilian residency.

(c) Enrolled in a first-year graduate education program under section 561.5a(6), title 32, United States Code (32 USC 561.5a(6)).

(2) When the individual was precluded from selection for failure to obtain the required military education which is not required for officers in the category to which being appointed.

*e.* Field grade MC and DC officers being discharged from the RA as a result of unqualified resignation may be appointed in the Reserve of the Army upon their discharge without a call to active duty. Entry grade will be calculated per chapter 3 below.

## **1-8. Authority to tender appointments**

*a.* The CG, RCPAC or, when delegated, area commanders will tender appointment in the Reserve of the Army to an

individual qualified under this regulation and approved as shown in b below with or without concurrent active duty. The CG, RCPAC, will issue active duty or active duty for training (ADT) orders or assign officers to a Reserve control group or Reserve unit.

b. Before appointments are issued, the Commander, US Army Medical Department Personnel Support Agency (USAMEDDPERSA), acting for TSG, will—

(1) Review applications for appointment with concurrent active duty. Recommend appointment or reappointment. Determine SSI and entry grade credit. Issue assignment instructions.

(2) Review applications for appointment without concurrent active duty for professional qualifications. Determine SSI and “Years of service in an active status” (entry grade credit) based on professional qualifications. Recommend appointment or reappointment if, as determined by the appointment authority, other appointment criteria are met.

#### **1–9. Duration of voluntary active duty tours in peacetime**

An applicant for voluntary active duty in peacetime will be ordered to active duty in the Reserve grade tendered or currently held in the Reserve of the Army, unless otherwise directed by supplemental DA instructions.

a. The initial tour of active duty is for 3 years, unless—

(1) Otherwise directed by HQDA; or

(2) The individual has incurred a contractual obligation to serve an initial tour of active duty for a period of other than 3 years.

b. Commissioned officers with 2 or more years of prior active Federal service as a commissioned officer must request active duty for 3 or 4 years or for an indefinite period. The length of the active duty period will be determined by HQDA.

#### **1–10. Transfers to AMEDD branches**

a. The authority for transfer to any of the AMEDD branches is as follows:

(1) For members of the Army Reserve when not on active duty-AR 140-10.

(2) For members of the Army Reserve on active duty-AR 614-100.

(3) For members of the ARNG—NGR 600-100 (Commissioned Officers-Federal Recognition and Related Personnel Activities).

(4) For members of other uniformed services-applicable regulations of parent service, to include a conditional release.

b. Transfer to any branch of the AMEDD will require a new appointment.

c. The documents in paragraph 2-1a through p or 2-2 will be required for each applicant for reappointment to any of the AMEDD branches. Individuals who are participants in AMEDD officer procurement programs and assigned to the Active Duty Obligor Control Group will furnish documents required by appropriate regulations.

#### **1–11. Professional requirements for appointment**

The term “accredited,” as used in this regulation, means the meeting of formal academic requirements by a college, university, or institution in one of the United States, District of Columbia, Puerto Rico, or a US territory. This determination is made by an association or agency recognized for its specialized accreditation of schools and programs by the US Secretary of Education and acceptable to TSG. Accreditation must be in effect on the actual date an applicant’s professional degree/diploma was awarded.

a. *Medical Corps.*

(1) An applicant for appointment and assignment to the MC is professionally acceptable if practicing medicine in one of the United States, District of Columbia, Puerto Rico, or a US territory, or is participating in appropriate professional activities. The applicant must also meet the requirements in (a) or (b) below.

(a) Is a graduate of an accredited school of medicine, has completed at least 12 months of first-year graduate medical education in a program approved by the Accreditation Council on Graduation Medical Education (ACGME), and has permanent, unrestricted licensure to practice medicine or surgery in one of the United States, District of Columbia, or a US territory. The graduate medical education provision does not apply to those individuals selected for the Army’s first-year graduate medical education program.

(b) Is a graduate of a foreign medical school and has a Standard ECFMG Certificate from the Educational Commission for Foreign Medical Graduates; has unrestricted licensure to practice medicine or surgery in one of the United States, District of Columbia, Puerto Rico, or a US territory; and has successfully completed 1 year of graduate medical education in an approved program listed in the Directory of Residency Training Programs. Waiver of the latter provision may be granted by TSG if an American Specialty Board recognizes other training for certification.

(2) A doctor of osteopathy is professionally acceptable for appointment and assignment to the MC if the applicant—

(a) Is a graduate of a 4-year or equivalent program with a degree of doctor of osteopathy from an accredited college of osteopathy whose graduates are eligible to be licensed to practice medicine or surgery in one of the United States, District of Columbia, Puerto Rico, or a US territory, and

(b) After graduation from an accredited school of osteopathy, has completed 12 months of first-year graduate



medical education in a hospital approved by the American Osteopathic Association (AOA) or the ACGME; in addition, must have a permanent, unrestricted license to practice medicine or surgery in one of the United States, District of Columbia, Puerto Rico, or a US territory. The graduate medical education provision does not apply to individuals selected for the Army's first-year graduate medical education program.

(3) The requirement for licensure may be waived by TSG for—

(a) Recent graduates selected for an Army first-year graduate medical education program.

(b) USAR officers who are recent graduates of an accredited school of medicine or accredited college of osteopathy and are currently in an ACGME/AOA approved graduate medical education program.

(c) USAR officers assigned to an Active Duty Obligor Control Group.

(d) Graduates of Puerto Rican medical schools who have a provisional license to practice medicine or surgery in Puerto Rico.

(4) The requirement for completion of first-year graduate medical education/internship may be waived by TSG for recent graduates of US medical/osteopathic schools. This applies only to those selected for entry to or who are currently in an approved first-year graduate medical education program.

*b. Dental Corps.*

(1) An applicant for appointment and assignment to the Dental Corps is professionally acceptable if practicing dentistry or participating in appropriate professional activities and—

(a) Is a graduate of an accredited dental school in the United States, District of Columbia, Puerto Rico, or Canada.

(b) Is licensed to practice dentistry in one of the United States, District of Columbia, Puerto Rico, or a US territory. (Requirement for licensure may be waived if an otherwise qualified applicant, is being considered within 1 year after graduation.)

(2) To appoint applicants with concurrent active duty, the requirement for graduation from dental school may be waived for senior dental students, pending receipt of qualifying degree, if the individual is otherwise qualified. The CG, RCPAC, will—

(a) Assign senior dental student appointees immediately on acceptance of appointment to the USAR Control Group (Officer Active Duty Obligor (OADO)) and identify the appointee under Procurement Program Number (PPN), Code "TB."

(b) Nominate officers for active duty at least 5 months prior to graduation and transmit DA Form 2694 (AMEDD Officer Initial Assignment Questionnaire), in triplicate, for each officer. Appointed officers who fail to receive a qualifying degree may be discharged. (See para 1-5g.)

*c. Veterinary Corps.*

(1) For appointment and assignment to the VC, an applicant must—

(a) Be practicing veterinary medicine in one of the United States, District of Columbia, Puerto Rico, or a US territory (an applicant engaged in other appropriate professional activities may also be eligible).

(b) Meet the requirements of either (c) or (d) below.

(c) Be a graduate of an accredited school of veterinary medicine in the United States, District of Columbia, Puerto Rico, or Canada. He or she also must have permanent, unrestricted licensure to practice veterinary medicine in one of the United States, District of Columbia, Puerto Rico, or a US territory. Licensure requirement may be waived by TSG if an otherwise qualified person is being considered within 1 year of graduation.

(d) Be a graduate of a foreign veterinary school, and have the following: Standard Educational Commission for Foreign Veterinary Graduates (ECFVG) Certificate and unrestricted license to practice veterinary medicine in one of the United States, District of Columbia, Puerto Rico, or a US territory.

(2) To appoint applicants with concurrent active duty, graduation from veterinary school may be waived for appointment of senior veterinary students pending receipt of qualifying degree, if the individual is otherwise qualified. The CG, RCPAC will—

(a) Assign senior veterinary student appointees immediately on acceptance of appointment to the USAR Control Group (OADO) and identify them under PPN, Code "TB."

(b) Nominate officers for active duty at least 5 months prior to graduation and transmit DA Form 2694, in triplicate, for each officer. Officers so appointed who fail to receive a qualifying degree may be discharged. (See para 1-5g.)

*d. Medical Service Corps.*

(1) Applicants for appointment and assignment to the MSC must have at least the qualifying college education shown under each specialty. The educational requirement for each of the specialties in (a) through (o) below must be met by attainment of the qualifying degree from an accredited college or university. In all cases, accreditation must be effective on the date the degree was awarded. Specialty areas include the following:

(a) *Optometry*— Must be a graduate of a school or college of optometry acceptable to TSG; must have a current license to practice optometry in one of the United States, District of Columbia, Puerto Rico, or a US territory.

(b) *Podiatry*— Must have a Doctor of Podiatric Medicine degree from a school acceptable to TSG; must be licensed to practice podiatry in one of the United States, District of Columbia, Puerto Rico, or a US territory.

(c) *Clinical psychology*— Must have a doctoral degree from an accredited program in clinical counseling or other

subspecialty of psychology and must have completed an accredited 1-year clinical psychology internship or its equivalent. TSG will determine the acceptability of the doctoral degree and internship program.

(d) *Research psychology*— Must have a doctoral degree in a research subspecialty of psychology required by an Army research and development program. Degree must be from a school acceptable to TSG.

(e) *Pharmacy*— Must be a graduate of a school of pharmacy acceptable to TSG; must have a current license to practice pharmacy in one of the United States, District of Columbia, Puerto Rico, or a US territory.

(f) *Laboratory sciences*— Must have a doctorate in physiology or parasitology or a master's degree in microbiology, biochemistry, or immunology. Persons may be considered who have a baccalaureate degree in a biological science, with at least 1 year of clinical laboratory experience and either certification by the American Society of Clinical Pathology or equivalent certification acceptable to TSG.

(g) *Social work*— Must have a master's degree from an accredited program in social work acceptable to TSG.

(h) *Audiology*— Must have a master's degree in audiology, or in speech pathology and audiology with major emphasis on audiology, from a school acceptable to TSG.

(i) *Environmental science*— Must have a master's degree in public health or related area of specialization (such as environmental health, environmental science, industrial hygiene or food technology) from a school acceptable to TSG. Persons with a baccalaureate degree in these fields may be considered.

(j) *Sanitary engineering*— Must have a master's degree in sanitary, environmental, environmental health, public health, civil, water resources, or chemical or mechanical engineering from a school acceptable to TSG. Persons with a baccalaureate degree in these fields may be considered.

(k) *Nuclear medical science*— Must have a doctor of philosophy degree or master's degree from a school acceptable to TSG with specialization in one of the following academic fields: Radiobiology, biophysics, medical physics, radiochemistry, nuclear physics, health physics, radiological physics, applied atomic physics, nuclear engineering, and laser or microwave physics. Persons with a baccalaureate degree in one of these academic fields and 3 years of experience in the field may be considered.

(l) *Entomology*— Must have a master's degree with a major in entomology with a minimum of one medical entomology course from a school acceptable to TSG.

(m) *Health care administration*— Must have at least a master's degree in a specifically related field. TSG will determine the acceptability of the degree in the major field of study based on background, education, and experience of the applicant.

(n) *Biomedical information systems*— Must have a baccalaureate degree in biomedical instrumentation engineering, operations research, systems analysis, systems management, computer science, or related fields.

(o) *All other MSC specialties*— Must have a baccalaureate degree in an appropriate field acceptable to TSG.

(2) Applicants for appointment and assignment to any of the specialties in (a) through (1) above must be currently employed in the professional field or engaged in other appropriate professional activities. This requirement does not apply to individuals who have completed the basic educational requirements for entry into the professional field within the last year. TSG may waive this requirement in unusual circumstances.

(3) Applicants enrolled in accredited schools of medicine, osteopathy, dentistry, or veterinary medicine may be appointed with assignment in a supply and administration career field of the MSC. This assignment is an interim action pending eligibility for appointment in the MC, DC, or VC, if selected to participate in an AMEDD officer procurement program.

e. *Army Nurse Corps* An applicant must—

(1) Be a graduate of an educational program in nursing that prepares the individual to become eligible for licensure as a registered nurse (R.N.). R.Ns. with a baccalaureate degree in anesthesia and R.Ns. with a baccalaureate degree in nursing obtained by nontraditional (external degree) study programs are eligible also. Registered nurses from associate degree and diploma programs with at least 12 months of fulltime experience as an R. N. may apply for appointment without concurrent call to active duty. Experience is defined as clinical nursing experience, job-related training, pursuing a baccalaureate degree in nursing, or a combination thereof. Educational programs completed must be accredited by an agency recognized by the US Secretary of Education and acceptable to the DA. Applicants who receive an R.N. license by examination without completing a formal basic nursing education program which prepares the individual to take the Registered Nurse State Board Examination must complete an accredited baccalaureate degree nursing program.

(2) Be currently licensed to practice as an R.N. in one of the United States, District of Columbia, Puerto Rico, or a US Territory. The ANC officer who is brought to active duty by exception prior to the results of a State board examination for R.N. licensure and is later notified of failure must retake the examination at the earliest possible date at no cost to the Government. An officer who twice fails the licensure examination will be discharged (sections 1162 and 681(a), title 10, United States Code) (10 USC 1162 and 10 USC 681(a)). The discharge action will be forwarded through channels to HQDA(SGPE-PS), 1900 Half Street, SW, WASH DC 20324, according to personnel separation procedures. ROTC accessions with a military obligation who twice fail State board examinations for R.N. licensure will be branch transferred in accordance with AR 614-100.

(3) Have been practicing as an R.N. in one of the United States, District of Columbia, Puerto Rico, or a US territory full-time for not less than 6 months within the 1-year period before date of application.

(a) As an exception, a graduate of a baccalaureate nursing program who has become a professionally qualified R.N. within the 6-month period before the date on the application letter (if transmittal also may apply for appointment.

(b) Registered nurses having a baccalaureate degree in anesthesia must have 1 or more years of clinical nursing practice after graduation from the accredited basic nursing program. (To be classified as a nurse anesthetist, the applicant must submit verification of current certification as Certified Registered Nurse Anesthetist (CRNA) by the American Association of Nurse Anesthetists (AANA).)

(c) As an exception to (3) above, R.Ns. who have a baccalaureate degree in nursing from nontraditional (external degree) study programs and who have graduated from accredited associate or hospital programs must have at least 12 months of full-time experience after completion of the basic nursing education program.

(d) Applicants who receive an R.N. license by examination after completing a basic nursing education program from a country other than the United States must complete an accredited baccalaureate nursing program and have at least 1 or more years of R.N. practice after licensure as an R.N. in one of the United States, District of Columbia, Puerto Rico, or a US territory.

*f. Army Medical Specialist Corps.*

(1) *Dietitian section.* An applicant must—

(a) Have a baccalaureate degree from an accredited college or university in a coordinated dietetics program; or have a baccalaureate degree in a program that has included or been followed by courses and credit hours required by the American Dietetic Association (ADA) for entrance to an approved internship or traineeship.

(b) Be a registered dietitian.

(c) Furnish proof of full-time employment in the field or specialty for not less than 6 months within the 1-year period preceding the date of appointment; or have completed requirements listed in (d) or (e) below within the 1-year period preceding appointment. Full-time employment in the field or specialty as used in this paragraph means experience in dietetics in a health care facility or equivalent dietetic health practice.

(d) Have completed one of the following routes to ADA membership: hold a certificate of completion from an ADA-accredited hospital dietetic internship; or hold a certificate of completion from an accredited coordinated undergraduate program (CUP) in dietetics.

(e) Have completed a route to ADA membership other than one of methods in (d) above followed by 1 year full-time employment as a registered dietitian in a hospital approved by the Joint Commission on the Accreditation of Hospitals (JCAH).

(2) *Physical therapist section.* An applicant must—

(a) Have a baccalaureate degree, basic master's degree, or a certificate in physical therapy with a baccalaureate degree in another area of study. Degrees or certificates are obtained by completing a physical therapy program accredited by an agency recognized by the US Secretary of Education or the Council on Post Secondary Education.

(b) Be eligible for membership in the American Physical Therapy Association.

(c) Furnish proof of full-time employment in the specialty for not less than 6 months within the 1-year period preceding date of appointment; or have become professionally qualified in the specialty within the 1-year period preceding date of appointment.

(d) Furnish proof of State licensure or that licensure examination has been completed successfully.

(3) *Occupational therapist section.* An applicant must—

(a) Have a baccalaureate degree, basic master's degree, or a baccalaureate degree in another area of study followed by a certificate program in occupational therapy. Degree or certificate programs must be approved by the American Occupational Therapy Association and the Council on Medical Education of the AMA.

(b) Furnish proof that field work experience has been completed successfully.

(c) Be certified as an occupational therapist by the American Occupational Therapy Association.

(d) Furnish proof of full-time employment in the field or specialty for not less than 6 months within the 1-year period preceding date of appointment or have become professionally qualified in the specialty within the 1-year period preceding date of appointment.

## **Chapter 2**

### **APPLICATION REQUIREMENTS AND PROCESSING**

*Note.* The forms and other documents required for appointment are affected by the Privacy Act of 1974. Privacy Act advice must be given to the applicant before personal information is collected. Privacy Act statements for all numbered forms are either printed on the form or may be printed locally by printed change to the prescribing directive for the related form. DA Form 4571-R, Data

Required by the Privacy Act of 1974 (Eligibility for AMEDD Officer Procurement Programs-Miscellaneous Documentation), applies when providing information listed under miscellaneous formats of the form.

## **2-1. Application for appointment with concurrent call to active duty**

Application for appointment with concurrent call to active duty for branches of the AMEDD will consist of documents listed in a through p below.

a. DA Form 61 (Application for Appointment), in triplicate. Complete the entire form. Include (lay, month, and year when date is required. Enter applicable information listed in (1) through (5) below in item 41 and/or include the following additional data—

- (1) Specialty for which applying and membership status in professional organizations.
- (2) A statement by current USAR members that they understand their present Reserve status will be vacated by acceptance of appointment.
- (3) Scheduled date of return to CONUS or rotation to another location in an oversea command b-individuals serving in oversea commands.

(4) Certifications in (a) through (d) below. (If an additional sheet is required, the statement will be signed.)

(a) Statement on waiver of age requirement for officers appointed in the Reserve of the Army and assigned to the ANC, AMSC, DC, or VC, with or without active duty, if appointed on or after their 33rd birthday but before their 40th birthday and officers assigned to the MC and if appointed on or after their 33rd birthday: "I understand that I may not be able to complete 20 years qualifying service for retirement purposes under the provisions of 10 USC 1331 and 1332 prior to being removed from an active status under applicable laws and regulations."

(a.1) Statement of waiver of age requirement for officers appointed in the Reserve of the Army and assigned on or before their 40th birthday: "I understand that it is unlikely that I will be able to complete 20 years qualifying service for retirement purposes under the provisions of 10 USC 1331 and 1332 prior to being removed from an active status under applicable laws and regulations."

(b) If block 20 is "yes," conscientious objectors, except for VC applicants, who object to combat service and who possess a Selective Service classification of no higher than 1-A-0 (as opposed to 1-0) will acknowledge this status. They will indicate a willingness to perform full and unqualified service as an AMEDD officer. Former conscientious objectors will express abandonment of such beliefs insofar as they pertain to their willingness to bear arms and agree to give full and unqualified military service to the United States. They also will agree that they will not apply for separation by reason of conscientious objection during the period of contracted agreement.

(c) Statement whether or not applicant has had any current malpractice claims or suits. If applicant has had or currently has such claims or suits, a brief description of the circumstances should be provided by the applicant. A statement authorizing the Army to contact the applicant's insurance company or lawyer for information should be signed by the applicant.

(d) Statement whether or not applicant has ever been denied professional privileges or had professional privileges withdrawn, or restricted at any health care facility. If applicant has been denied professional privileges (or had professional privileges withdrawn or restricted), a brief description of the circumstances should be provided by the applicant. The name and address of the facility should be furnished by the applicant. A statement authorizing the Army to contract the health care facility for information should be signed by the applicant.

(e) Deleted.

(5) ANC applicants will complete all applicable items, omitting items 34, 35, and 36. In item 41, list a chronological résumé of all periods of employment and unemployment after the date they completed the basic nursing program. Include specific position title; e.g., coronary care, operating room. Specify whether employment was full-or part-time. Also list registration number and year of membership in, and certification as a CRNA by the AANA or certification by the American College of Nurse-Midwives, if applicable. Include desired clinical nursing specialty. Submit a copy of applicable certification.

b. DA Form 160 (Application for Active Duty), in triplicate. Complete item 9a for the appropriate applicable period. Complete item 10. When applicable, include information concerning assignment guarantees (i.e., location, date and name of the branch career activities officer who gave the guarantee to the counselor for the applicant). In addition, for individuals selected by TSG for accelerated USAR appointment with concurrent call to active duty, submit a statement of understanding in duplicate (fig 2-1).

c. DA Form 2694 (AMEDD Officer Assignment Questionnaire), in triplicate, for active duty assignments.

d. DD Form 398 (Statement of Personal History), in duplicate.

e. FD Form 258 (FBI US Department of Justice Fingerprint Card), in duplicate.

f. DD Form 1584 (National Agency Check Request), typewritten, with every item completed, except 8c, "Return Results To," and request date. A statement signed by a responsible official from one of the Armed Forces will be accepted-this statement should state that an NAC exists on an individual with that Armed Force. The statement must show the date and by whom the NAC was completed. Certification by the applicant is not acceptable. If derogatory information exists in an individual's records or if there has been a break in service greater than 1 year following the completion of an NAC, DD Form 584 and FD Form 258 will be submitted.

g. For qualified applicants, a statement of understanding for appointment as a commissioned officer prior to completion of the NAC and FBI Name Check, in duplicate, DA Form 4572-R (fig 2-2). (See para 1-5d.) DA Form 4572-R will be reproduced locally on 8 1/2-by 11-inch paper.

h. SF 88 (Report of Medical Examination) and SF 93 (Report of Medical History), in duplicate.

i. Proof of educational attainment, personal qualifications, and professional or technical background. (Photostatic or true copies of documents are acceptable.)

(1) Official transcripts of all college or university work from the institution at which such work was completed (may be waived for physicians/dentists in private practice or currently in post-graduate education programs). Transcripts should show, if practicable, the general class standing of the applicant. Student copies of transcripts are acceptable for purposes of this application should institutional rules prohibit students from obtaining an official copy. Transcripts should not be mailed separately to HQDA.

(2) List of courses in progress, if applicable.

(3) A detailed curriculum vitae describing postgraduate experience or education. Include a chronological listing of all civilian employment and degree of responsibility at each position. ANC applicants will indicate full-or part-time employment. MSC applicants will include information on civilian employment after receipt of bachelor's degree as follows—

(a) Kind of business.

(b) Description of work performed and average number of hours per week engaged in such work.

(c) Number and kind of employees supervised, if any.

(4) Recommendation letters based on personal acquaintance from not less than three individuals, other than relatives, who are in a position to evaluate the applicant's reputation, professional standing, and abilities. MC applicants not currently in training programs must have letters from the following: An MC officer; their local medical society, chief of staff, or comparable official at the hospital where the applicant has admitting privileges; and at least one other physician who is in a position to evaluate the applicant's reputation, professional standing, and abilities. Applicants currently in training programs must have letters from the following: An MC officer; director of the training program; and at least one other physician who is in a position to evaluate the applicants reputation, professional standing, and abilities. An applicant who applies before graduation should obtain a letter from an MC officer, and at least two recommendation letters from the dean of the applicant's school and tenured members of the school's faculty. Letters for all applicants will be mailed to the appropriate AMEDD/ANC personnel counselor.

(5) If the applicant has not received the qualifying degree, a statement from the institution indicating that all degree requirements have been completed or are expected to be completed within the academic year.

(6) Copy of license to practice in the specialty, as prescribed under the professional requirements for appointment. Current status of licensure will be verified by the appropriate AMEDD/ANC personnel counselor.

(7) A Standard ECFMG Certificate from the Educational Commission for Foreign Medical Graduates, if applicable.

(8) For ANC applicants, official transcripts from a basic nursing program if different from (1) above, from professional specialty programs, if applicable, and certificates of completion of any clinical postgraduate programs.

(9) For AMSC applicants, official transcripts of grades and certification of an approved dietetic internship (unless in a coordinated undergraduate program), physical therapy program, or (occupational therapy clinical affiliation, whichever is applicable. This is in addition to (1) through (6) above.

(10) Photostatic copies of degrees and certificates of completion for internships, residencies, and fellowships.

j. DA Form 3574 (Certificate of Acknowledgement and Understanding of Service Requirements for Individuals Applying for Appointment in the USAR), in triplicate. This form will be completed by nonprior-service applicants who have not previously incurred a service obligation.

k. DA Form 3575 (Certificate of Acknowledgement and Understanding of Service Requirements for Individuals Applying for Appointment in the USAR), in triplicate. This form will be completed by prior-service applicants appointed following a break in service.

l. DD Form 214 (Certificate of Release or Discharge from Active Duty), if applicable.

m. Conditional release obtained through official channels for transfer between components of the uniformed services, if applicable.

n. DA Form 5252-R (Statement-Evidence of Citizenship Status) (fig 2-4) signed by an officer of the Army or a notary public on applicants not citizens of the United States by birth. (See paras 1-5e and 2-3). Provide original and two photostatic copies. DA Form 5252-R will be reproduced locally on 8 1/2-by 11-inch paper. **(Fig 2-4, a fold-in page, to be found at the end of regular size pages.)**

o. Presentation of a certificate, as applicable, on citizenship verification of persons born abroad of a US citizen parent or parents. These children acquire citizenship through the parent or parents. This verification will be made in one of two ways:

(1) Form N-600 (Presentation of a Certificate of Citizenship) issued by the Immigration and Naturalization Service. To preclude a future challenge to their claim of citizenship, applicants not having this document should be advised to make application at the nearest office of the Immigration and Naturalization Service.

(2) Presentation of an authenticated copy of Department of State Form 240 (Report of Birth Abroad of a Citizen of the United States of America). This form is also referred to as the Consular Report of Birth. Applicants may obtain this document from Authentication Officer, Department of State, WASH DC 20520.

p. DA Form 4571-R (Data Required by the Privacy Act of 1974 (Eligibility for AMEDD Officer Procurement Programs-Miscellaneous Documentation)), signed by applicant. DA Form 4571-R (fig 2-5) will be reproduced locally on 8½-by 11-inch paper.(Fig 2-5, a fold-in page, to be found at the end of regular size pages.)

q. Other procurement program documents. The applicable documents in a through p above are required for appointment in the AMEDD branches. They are also the basic documents required for entry on active duty from other AMEDD officer procurement programs. For entry into the latter programs which eventually culminate in AMEDD appointment, the following data are necessary and vary according to specific program requirements:

- (1) First-Year Graduate Medical Education Program application.
- (2) Interview evaluation.
- (3) DA Form 4628 (Application for the US Army Health Professions Scholarship Program).
- (4) DA Form 4629 (Service Agreement-DA, Armed Forces Health Professions Scholarship Program).
- (5) DA Form 4848-R (Application for Annual 45-Day ADT for Participants in US Army HPSP).
- (6) Motivation statements.
- (7) Proof of acceptance or enrollment in a professional school.
- (8) DA Form 4981-R (Application for Clinical Clerkship Training Program (CCTP) for Members of ARNG and USAR).
- (9) Information on the applicant for the US Army Nurse Corps.
- (10) Special professional test scores (e.g., MCAT for medicine; DAT for dentistry).
- (11) DA Form 3081 (Periodic Medical Examination (Statement of Exemption)).
- (12) DA Form 3587 (Certificate of Acknowledgement and Understanding of Service Requirements for Individuals Applying for Appointment in the USAR Under the Provisions of AR 601-130).
- (13) DA Form 3688 (Application and Certificate of Acknowledgement and Understanding of Service Requirements for the Army Dental General Practice Residency (One Year)).
- (14) DA Form 3873 (Certificate of Acknowledgement and Understanding of Service Requirements for Physicians and Dentists Applying for Appointment in the USAR).
- (15) DA Form 3874 (Request for Transfer to USAR Control Group (Reinforcement)).
- (16) DA Form 3838 (Application for Professional Training).
- (17) DA Form 4255-R (Request for Initial Assignment Instructions for Active Duty).
- (18) DA Form 4682-R (Application for Army Clinical Psychology Internship).
- (19) DA Form 5031-R (Application for MODV Program Special Active Duty Training (ADT)).

## **2-2. Application for appointment without concurrent call to active duty**

Application for appointment without concurrent call to active duty for all branches, AMEDD, will consist of documents listed in paragraphs 2-1a, and d through p, as applicable. Also, a statement of TOE or TD vacancy by the Reserve unit commander is required (fig 2-6), if applicable. Reserve unit commanders will initiate the NAC (para 1-5d). Results will be returned to the appointing authority. In addition, upon initial contact with applicants, less ANC, desiring appointment/re appointment in the USAR, who have had prior military service or are currently in military service, telephone notification will be made to HQ USAMEDDPERSA (SGPE-PD) (AUTOVON 223-1816 or Area Code 202, 693-1816). Request for prior or current service records then will be initiated. The following information will be relayed: Full name, rank, SSN, SN (if applicable), and periods of military service as listed on page 2, DA Form 61 (Application for Appointment). Requests for prior or current military service records for ANC applicants will be initiated through the USAREC Liaison Team at RCPAC. Licensure will be verified by the AMEDD USAR personnel counselor or USAREC nurse counselor/nurse recruiter by call to the State agency or, for ANC and physical therapy applicants, by inspection of current license. Licensure number and date of verification will be noted on DA Form 61. Applications for appointment in the ARNG will be processed according to NGR 600-100.

## **2-3. Citizenship statements**

An individual who is not a citizen of the United States by birth will submit a statement, as applicable, by an officer of the Army or a notary public (fig 2-4). (This requirement may be omitted for commissioned officers and warrant officers of the Army holding current appointment.) Facsimiles or copies, photostatic or otherwise, of naturalization certificates, declarations of intention, certificates of citizenship, or alien registration receipt cards will not be made. The reproduction of these certificates or any parts thereof without proper authority constitutes a felony. If the applicant does not possess an Alien Registration Receipt Card Form No. 1-151, the commander/counselor processing the application will request a statement as to lawful entry of the individual into the United States for permanent residence from the District Director, Immigration and Naturalization Service of the district in which the alien resides. Statement of lawful entry will be made a part of the application. Evidence of lawful entry is not required for a noncitizen serving in the

Active Army within the United States if he or she entered such service outside the United States, and was ordered to the United States for military service. For such an individual, the verification that the individual was ordered to the United States by competent military orders will be attached to the application.

## **2-4. Submission and processing of applications for appointment**

*a.* AMEDD branch applications for appointment will be submitted as follows—

(1) ARNGUS applicants will apply through appropriate channels to HQDA (SGPE-PD), 1900 Half Street, SW, WASH DC 20324. All actions on complete ARNGUS applications from the Chief, National Guard Bureau will be accomplished within 60 days of receipt at HQDA.

(2) USAR applicants for appointment without concurrent active duty:

*(a)* Applications from USAR members and civilians to fill a unit vacancy of the Army Reserve, less ANC, will be submitted by the AMEDD USAR personnel counselor directly to HQDA(SGPE-PDM-R) 1900 Half Street, SW, WASH DC 20324. Applications from USAR members and civilians to fill ANC unit vacancies of the Army Reserve will be submitted by USAREC region recruiting commands through HQ, USAREC, to HQDA(SGPE-PD). Actions on complete applications (para 1-8b) will be accomplished within 60 days of receipt at HQDA(SGPE-PD). A copy of the transmittal action to HQDA(SGPE-PD or-PDM-R) and a copy of Statement of TOE or TD Vacancy (fig 2-6) will be forwarded through Reserve channels to the appropriate CONUSA. This information will alert commands of potential appointment action. Should discrepancies be noted which would preclude appointment, MUSARC will advise HQDA(SGPE-PD) by telephone (AUTOVON 223-1816 or Area Code 202, 693-1816) or message to DA WASH DC//SGPE-PD//. Also, any discrepancies will be noted when information is forwarded to the CONUSA. Reserve unit commanders will initiate the NAC (see paras 1-5d and 2-2).

*(b)* Applications from USAR members and civilians to fill the requirements of the Individual Ready Reserve (IRR), less ANC, will be submitted by the AMEDD USAR Personnel Counselor directly to HQDA(SGPE-PDM-R), 1900 Half Street, SW, WASH DC 20324 for action (para 1-8b). The AMEDD USAR personnel counselor will initiate the NAC (para 1-5d) for applicants to fill IRR, less ANC. For ANC IRR applications, USAREC region recruiting commands will submit applications through Cdr, USAREC, ATTN: USARCRO-N, Bldg 105, Fort Sheridan, IL 60037, to HQDA (SGPE-PDM-AN), WASH DC 20324. Action by HQDA(SGPE-PD) will be accomplished within 60 days of receipt. Upon completion of action at HQDA, applications will be forwarded to Cdr, RCPAC, ATTN: DARC-PAA-AR, 9700 Page Blvd, St. Louis, MO 63132.

(3) Applications from enlisted personnel on active duty, who qualify for appointment (AR 135-101) will be forwarded by the installation commander directly to HQDA(SGPE-PD), 1900 Half Street, SW, WASH DC 20324. Applications from active duty officers will be sent through the appropriate career branch at MILPERCEN. To preclude unnecessary delays in application processing, seeking the advice of the nearest AMEDD/ANC personnel counselor is encouraged. (See appropriate DA Cir 601 series for listings of counselors.)

(4) Civilian applicants applying for appointment with concurrent active duty in an AMEDD branch (except ANQ) will apply directly to the AMEDD personnel counselor serving their area.

(5) ANC officers assigned to the IRR and nurses desiring direct appointment with concurrent active duty will apply through the Cdr, USAREC, ATTN: USARCRO-N (ANC Div), Fort Sheridan, IL 60037, to HQDA(SGPE-PDM-AN), 1900 Half Street, SW, WASH DC 20324. Other USAR officers applying for active duty will apply in accordance with AR 135-210.

*b.* Medical examinations will be completed and reviewed before forwarding them with applications to HQDA.

*c.* For NACs, see paragraphs 1-5d and 2-2.

*d.* Appointments in the grades of LTC and COL will be confirmed by the Senate before the oath of office is executed or orders issued.

*e.* All applications will be processed by USAMEDDPERSA (HQDA(SGPE-PD)) (para 1-8b).

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I understand that my appointment as a commissioned officer in the United States Army Reserve (USAR) with concurrent call to active duty is being accomplished prior to completion of all appointment requirements.

I further understand that should the Commanding General, US Army Reserve Components Personnel and Administration center, and/or The Surgeon General determine that I have failed to satisfy all appointment requirements, I will be discharged from the United States Army Reserve and receive an honorable discharge certificate.

.....  
(Signature)

.....  
(Date) (Typed Name) (Social Security Number)

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Figure 2-1. Statement of Understanding for Appointment as a USAR Commissioned Officer with Concurrent Call to Active

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<b>STATEMENT OF UNDERSTANDING FOR APPOINTMENT AS A COMMISSIONED OFFICER</b> <small>For use of this form see AR 135-101; the proponent agency is the Office of The Surgeon General.</small>	
<small>THIS FORM IS AFFECTED BY THE PRIVACY ACT OF 1974</small>	
<p>1. <b>AUTHORITY:</b> 10 USC 3012; 10 USC 4301; Executive Order 9397.</p> <p>2. <b>PRINCIPAL PURPOSE(S):</b> This form is necessary so that appointment in the USAR of a qualified applicant may be accomplished prior to completion of the required NAC and FBI Name Check. SSN is used for identification purposes in lieu of Army service number.</p> <p>3. <b>ROUTINE USES:</b> This statement of understanding for appointment as a commissioned officer in the USAR prior to completion of the NAC and FBI Name Check will permit the expeditious handling of the appointment process. If as a result of completion of the post-commissioning investigative processes, the individual is determined unacceptable for appointment as a commissioned officer, officer will be discharged from the US Army Reserve and receive an honorable discharge certificate.</p> <p>Form will be retained as part of individual's official records.</p> <p>4. <b>MANDATORY OR VOLUNTARY DISCLOSURE:</b> Voluntary. If not submitted, appointment will be delayed pending completion of required NAC and FBI Name Check.</p>	
<p>I understand that my appointment as a commissioned officer in the United States Army Reserve is being accomplished prior to completion of a required National Agency Check and Federal Bureau of Investigation Name Check.</p> <p>I further understand that if as a result of completion of the post-commissioning investigative processes I am determined unacceptable for appointment as a commissioned officer, I will be discharged from the United States Army Reserve and I will receive an Honorable Discharge Certificate.</p>	
<b>NAME (Typed or printed)</b>	<b>SIGNATURE</b>
<b>SSN</b>	<b>DATE</b>

DA FORM 4572-R, 1 Sep 77

EDITION OF 1 NOV 76 IS OBSOLETE

Figure 2-2. DA FORM 4572-R

<b>STATEMENT : EVIDENCE OF CITIZENSHIP STATUS</b> <small>For use of this form, see AR 135-101; the proponent agency is The Office of The Surgeon General</small>	
<b>APPLICANT</b> _____ <small>(Typed Name; last, first, middle)</small> for appointment and assignment to the _____ <small>(AMEDD Branch)</small>	
<i>NOTE: Individuals not citizens of the United States by birth will submit a statement as indicated in 1, 2, or 3 below, as appropriate, which is signed by an officer of the U. S. Army or a Notary Public.</i>	
<b>1. NONCITIZENS WHO HAVE DECLARED THEIR INTENTION OF BECOMING A CITIZEN OF THE UNITED STATES:</b> I have, this date, seen the original Alien Registration Receipt Card, Form No. 1-151, bearing No. _____ issued to _____ on _____ <small>(Name) (Date)</small>	
DATE	SIGNATURE (Officer of the Army or Notary Public)
<b>2. CITIZENS BY NATURALIZATION:</b> I have this date seen the original certificate of citizenship, No. _____ (or certified copy of the court order establishing citizenship) stating that _____ <small>(Name)</small> was admitted to United States citizenship by the court of _____ at _____ on _____ <small>(City and State) (Date)</small>	
DATE	SIGNATURE (Officer of the Army or Notary Public)
<b>3. CITIZENS THROUGH NATURALIZATION OF PARENT:</b> I have this date seen the original certificate of citizenship, No. _____ issued to _____ <small>(Name)</small> , by the Immigration and Naturalization Service, Department of Justice, stating that _____ acquired citizenship on _____ <small>(Name of Applicant) (Date)</small>	
DATE	SIGNATURE (Officer of the Army or Notary Public)

DA FORM 5252-R, Nov 83

Figure 2-4. DA FORM 5252-R

<b>DATA REQUIRED BY THE PRIVACY ACT OF 1974</b> <b>(ELIGIBILITY FOR AMEDD OFFICER PROCUREMENT PROGRAMS - MISCELLANEOUS DOCUMENTATION)</b> <small>For use of this form, see AR 135-101; the proponent agency is the Office of The Surgeon General.</small>	
<p><b>AUTHORITY:</b> 10 USC 3012, 10 USC 4301.</p> <p><b>PRINCIPAL PURPOSE:</b> To determine your qualifications for appointment as an officer in the US Army Medical Department or for selection for participation in an AMEDD officer procurement program. Your Social Security Number (SSN) is necessary to identify you and your records and to report your earnings as a US Army member to the Social Security Administration and Internal Revenue Service. This statement is applicable to documentation listed below.</p> <p><b>ROUTINE USES:</b> This information will be used to evaluate your qualifications for assignment to various career areas; to determine educational and experience background for award of constructive service credit; to determine dates of service and seniority; to document your service agreement with the US Army; to provide a security determination for either initial entry or retention in the US Army or for access to classified defense information to consider your request for waiver of eligibility requirements; and for such other routine actions necessary for your accession into the US Army. If you are accepted and subsequently commissioned as a US Army officer, the information (<i>except letters of recommendation, motivation statements, and interview evaluations</i>) becomes part of your military personnel records for promotion, reassignment, training, medical support, and other personnel management actions for you. Letters of recommendation, motivation statements, and interview results remain a part of the procurement file, which is destroyed in accordance with current regulations governing files disposition.</p> <p><b>DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER AND OTHER PERSONAL INFORMATION IS VOLUNTARY. HOWEVER, FAILURE TO FURNISH THE REQUESTED INFORMATION WILL RESULT IN INCOMPLETE APPLICATION AND DENIAL OF APPOINTMENT/ACTIVE DUTY CONSIDERATION, AS APPROPRIATE.</b></p> <p><i>Your signature below merely acknowledges that you have been advised of the foregoing.</i></p> <p style="text-align: center; margin: 20px 0;"><b>MISCELLANEOUS FORMATS</b></p> <p>First Year Graduate Medical Education Program Application  Curriculum vitae to include membership in professional organizations  Resume /autobiography  Transcripts  Letters of Recommendation  Interview evaluation  Proof of professional qualifications  Courses in progress  Special test results  Motivation statements  Citizenship statements</p> <p>Statement of understanding for accelerated appointment in the USAR without concurrent active duty before complete medical examination and required NAC  Statement of professional school acceptance or enrollment  Institution statement on date degree requirements are to be completed  Statement of Understanding for Appointment as a USAR Commissioned Officer with Concurrent Call to Active Duty Pending Completion of All Appointment Requirements  Information on Applicant for US Army Nurse Corps  Conditional release for transfer between components of the uniformed services  Statement of past and current professional status regarding:  (1) Malpractice claims and/or suits  (2) Withdrawal or denial of professional privileges at any health facility  Request for waiver of eligibility requirements  Conscientious objector statements</p>	
NAME OF APPLICANT ( <i>Typed or Printed</i> )	
SIGNATURE OF APPLICANT	DATE

DA FORM 4571-R, Nov 83

EDITION OF 1 JUL 79 IS OBSOLETE.

Figure 2-5. DA FORM 4571-R

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(UNIT HEADING AND ADDRESS)

Appropriate position vacancy in the grade of .....and  
MOS .....exists in this unit. It will remain available for  
.....pending final action on the application for appointment.  
(Name)

.....  
(Signature of Commander)

.....  
(Typed Name of Commander)

.....  
(Date)

Figure 2-6. Statement of TOE or TD Vacancy by Reserve Unit Commander.

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## Chapter 3 GRADE DETERMINATION

### 3-1. Entry grade credit for Reserve appointment grade determination.

Grade and date of rank upon original appointment and assignment to an AMEDD branch will be determined by the number of years of entry grade credit awarded. Except as limited by maximum credit limits (a below), entry grade credit granted will be the sum of constructive service credit and credit for prior active commissioned service. Entry grade credit awarded to AMEDD officers upon-appointment or assignment will be recorded on one of the following forms: DA Form 5074-R (Record of Award of Entry Grade Credit (Medical and Dental Officers)) for Medical Corps (MC) or Dental Corps (DC) officers (fig 3-1); or DA Form 5074-1-11 (Record of Award of Entry Grade Credit (Health Services Officers)) for Army Nurse Corps (ANC), Medical Service Corps (MSC), Army Medical Specialist Corps (AMSC), or Veterinary Corps (VC) officers (fig 3-2). Computation will be completed at the US Army Medical Department Personnel Support Agency (USAMEDDPERSA); it will be approved by the procurement program manager. If used by other personnel, the forms must be reviewed and approved at USAMEDDPERSA before official notification of the applicant. DA Form 5074-R and DA Form 5074-1-R will be locally reproduced on 8-x 10 1/2-inch paper. A period of time will be counted only once when computing entry grade credit. One copy of the appropriate form (reflecting approved computation) will be forwarded to the Chief, ARNG Personnel Center, for ARNG officers; or the CG, RCPAC, together with a request for orders and appointment, for USAR officers. For officers to be placed on the ADL, one copy will be sent to the Commander, US Army Military Personnel Center (ATTN: DAPC-POS-PD), ALEX VA 22332 for determination of date of rank and filing in the OMPF; and one copy will be sent to the appropriate Career Activities Office in USAMEDDPERSA for filing in the CMIF. Before sending these copies, the procurement program manager will insure that the correct SSN is entered in the space immediately below the name.(Figs 3-1 and 3-2, fold-in pages, to be found at the end of this chapter.)

a. The maximum entry grade credit for appointment in the MC or DC is 14 years. For appointment in the ANC, MSC, VC, or AMSC, entry grade credit granted (with or without concurrent active duty) will be more than the amount required for entry grade 04 as if the officer were to be concurrently called to active duty in the corps concerned. (See the DA Circular 601 series for fiscal year of appointment.) The Secretary of the Army or designee may waive the maximum credit limit in the situations shown below. An action requesting approval of waiver will be initiated by USAMEDDPERSA for each waiver requested. This action will be forwarded for consideration by TSG or designee.

(1) When a manning shortfall exists in the specialty within medicine or dentistry or within the other AMEDD specialty to which the individual will be assigned or appointed.

(2) Where serious inequities would otherwise result.

b. Constructive service credit will be granted for periods of professional training and experience accrued after receipt of the basic qualifying degree. (See tables 3-1, 3-3, 3-4, and 3-5. Credit limitations are prescribed in table entries and footnotes.)

c. Credit for prior active commissioned service will be computed as shown in table 3-2.

### 3-2. Determination of entry grade for officers not ordered to active duty

a. The grade of an individual appointed as a Reserve officer without concurrent call to active duty will be determined by comparing the entry grade credit awarded with the phase points shown below.

**Table ERR**

Entry grade credit	Grade
Less than 3 years	Second Lieutenant
3 years or more, but less than 7 years	First Lieutenant
7 years or more, but less than 14 years	Captain
14 years or more, but less than 21 years	Major
21 years or more, but less than 23 years	Lieutenant Colonel
23 or more years	Colonel or Lieutenant Colonel as determined by HQDA

a.1. The grade of an individual appointed as a Reserve officer in the Medical Corps during the period beginning on 1 October 1983 and ending on 30 September 1985 will be determined by comparing the entry grade credit awarded with the phase points shown below.

**Table ERR**

Entry grade credit	Grade
4 years or more, but less than 14 years	Captain
14 years or more, but less than 21 years	Major
21 years or more, but less than 23 years	Lieutenant Colonel
23 or more years	Colonel or Lieutenant Colonel as determined by HQDA

b. Authorized credit in excess of the minimum required for appointment to the appropriate grade shown above will be used to adjust the date of rank within that grade. (See figs 3-1 and 3-2.)

### 3-3. Determination of entry grade for officers ordered to active duty.

Criteria for determining the grade of RC officers ordered to active duty in an AMEDD corps will be updated at least annually and published in the DA Circular 601 series for the appropriate corps. Authorized credit in excess of the minimum required for appointment to the appropriate grade in that circular will be used to adjust the date of rank within that grade. (See figs 3-1 and 3-2.)

### 3-4. Transition credit

a. Persons may be granted entry grade credit under this regulation as it, was in effect on 14 September 1981 if, on that date, they were taking part in a program leading to—

- (1) Appointment and assignment as a medical, dental, or health services officer, and
- (2) The crediting of years of service.

b. The grade and date of rank (DOR) upon appointment (as well as promotion procedures and criteria for such persons) will be determined in accordance with laws and regulations in effect on the date of appointment.

c. Persons may be appointed and ordered to active duty (OAD) if, before 15 September 1981—

(1) They were either selected for participation in a postbaccalaureate education program leading to appointment as a commissioned officer; or had completed a postbaccalaureate program and had been selected for appointment as a commissioned officer in an Armed Force.

(2) They would have been appointed and OAD in grade specified or determined in accordance with appropriate service regulations and circulars in effect on 12 December 1980.

(3) They had not been so appointed and OAD.

*d.* Persons covered in c above may be OAD in a grade determined in accordance with the references in c(2) above. They may be assigned a DOR and position on the active duty list (ADL) junior to that of all other officers of the same grade and competitive category serving on the ADL.

*e.* Persons who, before 15 September 1981, had been awarded service credit upon original appointment in an Armed Force, will retain such credit for purposes of determining grade and DOR upon subsequent original appointment. For persons appointed under this regulation, service credit accumulated since the previous appointment (as measured under rules in effect after 15 September 1981) may be added to the above service credit.

	MC	DC	ANC, AMSC, MSC, VC
1. Basic qualifying degree: a. M.D., D.O., D.D.S., or D.M.D. b. Degrees in table 3-3. (Credit is given only for the highest degree achieved in a particular field.)	4 years. NA	4 years. NA	NA As specified in table 3-3.
2. Credit for successful completion of internship or first-year graduate medical education which is approved by American Medical Association (AMA) or American Osteopathic Association (AOA) and is the functional equivalent of an internship.	1 year.	NA	NA
3. Credit for GPE: a. GME in a specialty required, approved by AMA or AOA, and creditable toward certification. b. Successful completion of approved postgraduate education in dentistry or dental specialty in which assigned and creditable toward certification. c. Successful completion of postgraduate education (see table 3-5) in specialty in which assigned and creditable toward certification. Credit may not exceed that required for certification in the specialty.	1 year for each year. NA  NA	NA  1 year for each year.  NA	NA  NA  See table 3-5.
4. Credit for additional advanced degrees (see table 3-4). Degree must add adjunctive skills to primary specialty and must contribute directly to performance in anticipated duty position. Credit is awarded based on full-time equivalent education up to 24 months for a master's degree or up to 36 months for a doctorate. Additional degree must not have been earned concurrently with primary credential. Credit includes time spent in attainment of lower degree. No additional credit will be given for more than one degree in a single field.	1 year for each year (or school year) limited by level of degree.		1 year for each year (or school year) limited by level of degree.
5. Full-time experience not otherwise credited as a practicing physician, osteopath, or dentist after qualifying degree. (See notes 2 and 4 below.)	½ year for each year of experience, up to a maximum of 3 years.		NA
★6. Additional credit in unusual cases based on special education or professional experience in the specialty in which assigned when experience is accrued after qualifying degree and licensure, if applicable. Unusual case determination will be made by TSG or designee. Experience of ½ year or less earns no credit. (See notes 2, 5, and 6.)	1 year for each year of special experience. Maximum credit must be earned in item 5 above before granting experience credit under this paragraph.		½ year for each year of education or experience up to a maximum of 3 years credit.

**Notes:**

1. Qualifying periods of less than 1 full year will be proportionately credited except where noted otherwise; a period of time will be counted only once; periods of time spent as a commissioned officer either in an active status or on active duty will not be counted; valid requirement must exist for utilization.

2. Except in unusual cases, no credit will be given for practice outside States of the United States, District of Columbia, Puerto Rico or a US territory. Periods of full-time practice in Canada are creditable for MC and DC.

3. USMA, USAFA, and USNA graduates may not receive credit for any qualifying education, experience, or service obtained prior to academy graduation.

Figure TABLE 3-1. Constructive Service Credit

4. Item 5 also applies to qualified foreign medical school graduates.

★5. Credit under this provision will not be given to health professionals solely on the basis of special experience that is unassociated with advanced education or advanced professional degrees.

6. Any credit awarded for professional nursing experience will be evaluated by OTSG. Professional experience credit may be calculated from date of graduation from the nursing education program only if or State board examination is initially passed and the applicant was employed as a professional nurse. Otherwise, credit for professional experience may be calculated from the date of successful completion of the State board examination. Experience not as a professional nurse or not exclusively devoted to nursing will be excluded.

Figure TABLE 3-1. Constructive Service Credit—Continued

	<i>Credit</i>	
	<i>MC, DC</i>	<i>ANC, AMSC, MSC, VC</i>
1. Commissioned service, either on active duty or in an active status while in an educational program which would otherwise qualify for constructive service credit under table 3-1.	See note 3.	See note 3.
2. Extended active duty commissioned service in the specialty in which being appointed.	1 year for each year.	1 year for each year.
3. Active commissioned service, other than on extended active duty, or commissioned service in an active status, in the specialty in which being appointed.	1 year for each year.	½ year for each year.
4. Extended active commissioned service in other than the specialty in which being appointed.	½ year for each year.	½ year for each year.
5. Active commissioned service, not on extended active duty, or commissioned service in an active status, in other than the specialty in which being appointed.	½ year for each year.	¼ year for each year.
6. Commissioned service, either on active duty or in an active status, when neither constructive service credit nor credit under 1 above is authorized.	N/A	1 year for each year.

*Notes:*

1. Graduates of USMA, USAFA, or USNA will receive no credit for any qualifying education, experience, or service obtained prior to academy graduation.

2. A period of time will be counted only once.

3. An individual who completes an educational program which would qualify for constructive service credit under item 2, 3, or 4 of table 3-1 while a commissioned officer either on active duty or in an active status will be treated as having "constructive service credit" for the period during which he or she pursued that education program. An individual who completes an educational program for the basic qualifying degree under item 1 of table 3-1 while a commissioned officer either on active duty or in an active status will be treated as having "constructive service credit" of the full amount specified in item 1 of table 3-1. Periods treated as "constructive service credit" under this note will not be treated as "prior active commissioned service" in the computation of credit.

Figure TABLE 3-2. Computation of Prior Active Commissioned Service Credit



<i>Degree of discipline</i>	<i>Doctorate level credit</i>		<i>Master's level credit</i>	<i>Baccalaureate level credit</i>
	4 years	3 years <sup>2</sup>	2 years	1 year <sup>3</sup>
Audiology	X		X	
Biochemistry	X		X	
Clinical Laboratory	X		X	
Engineering (Health-related)	X		X <sup>4</sup>	X
Entomology	X		X	
Environmental Science	X		X <sup>4</sup>	X
Immunology	X		X	
Microbiology	X		X	
Nuclear Medical Science <sup>5</sup>	X		X	
Nursing	X		X	
Optometry		X		
Parasitology	X		X	
Pharmacy (PhD)	X			
Pharmacy (Master's or Doctor of Pharmacy)			X	
Pharmacy				X
Physiology	X			
Podiatry		X		
Psychology (Experimental)	X			
Psychology (Clinical)	X			
Sanitary Engineering	X		X <sup>4</sup>	X
Social Work	X		X	
Veterinary Medicine (DVM)		X		

*Notes:*

1. No credit is authorized unless reflected by an "X" in the column.
2. Additional credit of 1 year may be granted when the number of years of baccalaureate education completed by 75% or more of the students entering the discipline concerned exceeds by 1 or more years the minimum number of years of pre-professional education required by a majority of institutions which award degrees for the profession concerned. Determination is based on an annual survey of students entering professional school. This credit may be awarded only when the above requisites apply to the applicant's year of entry into such school and only if the applicant actually attained the additional 1 or more years of pre-professional education. (See DA Cir 601 series for survey results.)
3. Only if 5-year baccalaureate program is required and completed.
4. If 5-year baccalaureate program is required and completed prior to entry into a 1-year master's program, then a maximum of 2 year's credit is authorized. If 5-year baccalaureate program is required and completed prior to entry into a 2-year master's program, then a maximum of 3 year's credit is authorized.
5. Includes degrees in health physics, radiobiology, radiological physics, nuclear physics, and biophysics.

Figure TABLE 3-3. Credit for Qualifying Degree or Discipline

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Advanced degrees earned in the specialties listed below may qualify for additional constructive credit.

Anatomy  
Audiology<sup>1</sup>  
Bacteriology  
Basic science<sup>2</sup>  
Biochemistry  
Clinical laboratory science  
Dietetics<sup>1</sup>  
Education<sup>2</sup>  
Environmental health  
Immunology  
Medical entomology  
Medical laboratory sciences  
Military environmental sanitation<sup>1</sup>  
Microbiology  
Nuclear medical science  
Nursing specialties<sup>1</sup>  
Occupational therapy<sup>1</sup>  
Optometry<sup>1</sup>  
Parasitology  
Pharmacy<sup>1</sup>  
Physical therapy<sup>1</sup>  
Physiology  
Psychology<sup>1</sup>  
Public health  
Rehabilitative psychology<sup>1</sup>  
Sanitary engineering<sup>1</sup>  
Veterinary medical specialties<sup>1</sup>  
Virology  
Other specialties as approved by the Secretary of the Army or designee  
on a case-by-case basis

**Notes:**

1. Not for MC and DC unless approved by the Secretary of the Army or designee on a case-by-case basis.

2. MC and DC only, unless approved by the Secretary of the Army or designee on a case-by-case basis.

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Figure TABLE 3-4. Credit for Additional Advanced Degrees

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The following credit may be granted for completion of the education or formal training indicated:

<i>Specialty</i>	<i>Accrediting agency</i>	<i>Credit</i>
Clinical Psychology Internship (includes integrated program).	American Psychology Association	1 year
Clinical Laboratory Certification Program	American Society of Clinical Pathologists	1 year <sup>1</sup>
Dietetic Internship or coordinated program	American Dietetic Association	$\frac{3}{4}$ year
Occupational Therapy Field Work Level II	American Occupational Therapy Association	$\frac{1}{2}$ year
Physical Therapy Clinical Education or integrated program.	American Physical Therapist Association	1 year
★Podiatry Surgery Residency	American Podiatry Association	1 year
Nurse Anesthesia <sup>2</sup>	American Association of Nurse Anesthetists	2 years
Nurse Midwifery <sup>3</sup>	American College of Nurse Midwives	1 year
★Nurse Practitioner: <sup>3, 4</sup>		
OB/GYN	Nurses Association of the American College of Obstetricians and Gynecologists Certifying Organization.	$\frac{1}{2}$ year
Pediatrics	American Nurses' Association and National Board of Pediatric Nurse Practitioners and Associates.	$\frac{1}{2}$ year
Adult Care	American Nurses' Association	$\frac{1}{2}$ year
Psychiatric-Mental Health	American Nurses' Association	$\frac{1}{2}$ year
ICU-CCU	American Association of Critical Care Nurses	$\frac{1}{2}$ year

*Notes:*

1. Credit may be granted only when the highest degree attained is the baccalaureate level.
2. Individuals who complete these programs without having a baccalaureate degree may receive experience credit as prescribed in item 6, table 3-1, to the extent that the total period of training (including baccalaureate level schooling) exceeds 4 years.
3. This credit does not preclude appropriate credit for nurse midwives who qualify for master's degree credit under item 4, table 3-1.
4. If necessary, program analysis will be conducted by USAMEDDPERSA prior to awarding of credit.

Figure TABLE 3-5. Postbaccalaureate Education Credit

<b>RECORD OF AWARD OF ENTRY GRADE CREDIT (MEDICAL AND DENTAL OFFICERS)</b> For use of this form, see AR 135-101 and AR 601-100; the proponent agency is The Office of The Surgeon General.			
1. NAME (Last, first, MI)	2. CORPS <input type="checkbox"/> MED <input type="checkbox"/> DEN	3. DATE OF APPOINTMENT	4. SPECIALTY IN WHICH APPOINTED
<b>PART I - CONSTRUCTIVE SERVICE CREDIT</b>			
<b>SECTION A - CREDIT FOR BASIC QUALIFYING DEGREE</b>			
5. TITLE OF DEGREE	6. DATE GRANTED	7. INCLUSIVE DATES OF ATTENDANCE	
8. NAME AND LOCATION OF ACADEMIC INSTITUTION			9. CREDIT AWARDED
<b>SECTION B - CREDIT FOR INTERNSHIP</b>			
10. WHERE PERFORMED		11. INCLUSIVE DATES	12. CREDIT AWARDED
<b>SECTION C - CREDIT FOR GRADUATE PROFESSIONAL EDUCATION</b>			
13. TYPE TNG & SPECIALTY	14. CERTIFYING BOARD	15. INCLUSIVE DATES	16. CREDIT AWARDED
<b>SECTION D - CREDIT FOR ADVANCED EDUCATION BEYOND BASIC QUALIFYING DEGREE</b>			
17. DEGREE	18. ACADEMIC INSTITUTION	19. INCLUSIVE DATES	20. CREDIT AWARDED
<b>SECTION E - CREDIT FOR PROFESSIONAL EXPERIENCE</b>			
21. LOCATION OF PRACTICE		22. INCLUSIVE DATES	23. CREDIT AWARDED
<b>SECTION F - CREDIT FOR TRAINING OR EXPERIENCE IN UNUSUAL CASES</b>			
24. BASIS FOR AWARD		25. INCLUSIVE DATES	26. CREDIT AWARDED
27. JUSTIFICATION FOR CLASSIFICATION AS UNUSUAL CASE (Attach additional pages as necessary)			
<b>PART II - PRIOR ACTIVE COMMISSIONED SERVICE CREDIT</b>			
<b>SECTION A - CREDIT FOR SERVICE AS A <input type="checkbox"/> MEDICAL OFFICER OR <input type="checkbox"/> DENTAL OFFICER</b>			
28. UNIFORMED SVC & STATUS		29. INCLUSIVE DATES	30. CREDIT AWARDED
<b>SECTION B - CREDIT FOR SERVICE AS OTHER THAN A MEDICAL OR DENTAL OFFICER</b>			
31. UNIFORMED SVC & STATUS (Include Corps or Specialty)		32. INCLUSIVE DATES	33. CREDIT AWARDED
<b>PART III - COMPUTATION OF ENTRY GRADE AND DATE OF RANK</b>			
34. TOTAL CONSTRUCTIVE CREDIT	35. TOTAL PRIOR SVC CREDIT (Years, Months, Days)	36. TOTAL ENTRY GRADE CREDIT (Years, Months, Days)	37. ADJUSTED TOTAL ENTRY GRADE CREDIT (Years, Months, Days)
38. GRADE FOR WHICH CREDIT QUALIFIES			ENTRY GRADE CREDIT IS LIMITED TO 14 YEARS, 0 MONTHS. SEE AR 601-100 OR AR 135-101 FOR JUSTIFICATION AND WAIVER REQUIREMENTS FOR AMOUNTS IN EXCESS OF 14 YEARS.
39. CREDIT REQUIRED FOR GRADE (Years, Months, Days)			
40. CREDIT IN EXCESS OF THAT REQUIRED FOR GRADE			
41. DATE OF ENTRY ON ACTIVE DUTY (Or date of appointment)			
42. LESS EXCESS CREDIT			
43. DATE OF RANK			
<b>PART IV - AUTHENTICATION</b>			
44. TYPED NAME/GRADE OF PREPARING OFFICIAL	SIGNATURE		DATE PREPARED
45. TYPED NAME/GRADE OF APPROVING OFFICIAL	SIGNATURE		DATE

DA FORM 5074-R, FEB 82

(See instructions on reverse)

Figure 3-1. DA form 5074-r, Record of award of entry grade credit (Medical and Dental Officers)

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## INSTRUCTIONS

(Paragraph references below refer to AR 135-101 unless otherwise indicated)

1. Items not discussed below are considered self-explanatory.
2. Item 3. Enter the date of entry on active duty unless the officer is not to enter on active duty in which case enter date of oath of office (effective date of appointment). Enter by numerals, year, month and day.
3. Item 4. Enter the specific specialty within medicine or dentistry in which officer is to serve.
4. Item 5. Enter title of medical or dental degree.
5. Items 9, 12, 16, 20, 23, 26, 30, and 33. Refer to Chapter 3 and its tables for amounts of credit authorized and maximum credit when applicable.
6. Items 10 and 13. If officer performed a straight internship in a specialty which credits that period of time as first year GME, enter the training in item 13 and leave item 10 blank. Do not enter any period of time more than once.
7. Item 24. Credit may not be awarded for experience in this item until maximum credit for experience has been awarded in section E (item 21).
8. Items 28 (see Items 2 and 3, Table 3-2) and 31 (see Items 1, 4 and 5, Table 3-2). Enter service and status, e.g., Army, Reserve on active duty; Navy, Reserve not on active duty. In Item 31 include Corps or Specialty.
9. Item 34. Enter total of items 9, 12, 16, 20, 23 and 26.
10. Item 35. Enter total of items 30 and 33.
11. Item 36. Enter total of items 34 and 35.
12. Item 37. Enter the smaller of item 36 or 14 years 0 months unless waiver of maximum entry grade credit has been granted. If waiver granted, enter total amount of credit awarded.
13. Items 38 and 39. If the officer is to enter on active duty compare the credit in item 37 with the entries in appropriate DA Cir 601 series for the fiscal year of entry on active duty. If the officer is not to enter on active duty, compare the credit in item 37 with the entries in paragraph 3-2. Determine the grade which the credit justifies. Enter the grade in item 38 and the credit required for that grade in item 39.
14. Item 40. Subtract item 39 from item 37 and enter result in item 40 (years, months, days)..
15. Item 41. Enter date from item 3.
16. Items 42, 43 and 44. Enter the data from item 40 in item 42. Subtract 42 from 41 and enter the result in item 43. This is the date of rank.
17. Items 44 and 45. See paragraph 3-1 for discussion of form authentication.

Reverse of DA Form 5074-R

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Figure 3-1. Reverse DA Form 5074-r

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RECORD OF AWARD OF ENTRY GRADE CREDIT (HEALTH SERVICES OFFICERS)			
For use of this form, see AR 135-101 and AR 601-100; the proponent agency is The Office of The Surgeon General.			
1. NAME (Last, first, MI)	2. CORPS	3. DATE OF APPOINTMENT (Or entry on Active Duty)	4. SPECIALTY IN WHICH APPOINTED
<b>PART I - CONSTRUCTIVE SERVICE CREDIT</b>			
<b>SECTION A - CREDIT FOR BASIC QUALIFYING DEGREE</b>			
5. TITLE OF DEGREE	6. DATE GRANTED	7. NAME OF ACADEMIC INSTITUTION	
8. INCLUSIVE DATES OF ATTENDANCE			9. CREDIT AWARDED
<b>SECTION B - CREDIT FOR ADVANCED EDUCATION BEYOND BASIC QUALIFYING DEGREE</b>			
10. DEGREE	11. ACADEMIC INSTITUTION	12. INCLUSIVE DATES	13. CREDIT AWARDED
<b>SECTION C - CREDIT FOR POST BACCALAUREATE EDUCATION</b>			
14. EDUC PROG & SPECIALTY	15. CERTIFYING BOARD	16. INCLUSIVE DATES	17. CREDIT AWARDED
<b>SECTION D - CREDIT FOR PROFESSIONAL EXPERIENCE</b>			
18. BASIS FOR AWARD		19. INCLUSIVE DATES	20. CREDIT AWARDED
21. JUSTIFICATION FOR CLASSIFICATION AS UNUSUAL CASE (Attach additional pages as necessary)			
<b>PART II - PRIOR ACTIVE COMMISSIONED SERVICE CREDIT</b>			
22. UNIFORMED SERVICE & STATUS	23. CORPS OR SPECIALTY	24. INCLUSIVE DATES	25. CREDIT AWARDED
<b>PART III - COMPUTATION OF ENTRY GRADE AND DATE OF RANK</b>			
26. TOTAL CONSTRUCTIVE CREDIT (Years, Months)	27. TOTAL PRIOR SERVICE CREDIT (Years, Months, Days)	28. TOTAL ENTRY GRADE CREDIT (Years, Months, Days)	29. ADJUSTED TOTAL ENTRY GRADE CREDIT (Years, Months, Days)
30. GRADE FOR WHICH CREDIT QUALIFIES		ENTRY GRADE IS LIMITED. SEE AR 601-100 OR AR 135-101 FOR CREDIT LIMITS, JUSTIFICATION, AND WAIVER REQUIREMENTS FOR AMOUNTS IN EXCESS OF LIMITS.	
31. CREDIT REQUIRED FOR GRADE			
32. CREDIT IN EXCESS OF THAT REQUIRED FOR GRADE		REMARKS	
33. DATE OF ENTRY ON ACTIVE DUTY (Or date of appointment)			
34. LESS EXCESS CREDIT			
35. DATE OF RANK			
<b>PART IV - AUTHENTICATION</b>			
36. TYPED NAME/GRADE OF PREPARING OFFICIAL	SIGNATURE		DATE PREPARED
37. TYPED NAME/GRADE OF APPROVING OFFICIAL	SIGNATURE		DATE

DA FORM 5074-1-R, FEB 82

(See instructions on reverse)

Figure 3-2. Da Form 5074-1-r, Record of award of entry grade credit (Health Services Officer)

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## INSTRUCTIONS

*(Paragraph references below refer to AR 135-101 unless otherwise indicated)*

1. Items not discussed below are self explanatory.
2. Item 2. Enter the Corps to which the appointment is to be made.
3. Item 3. Enter date of entry on active duty unless the officer is not to enter on active duty in which case enter date of oath of office (effective date of appointment). Enter by year, month, and day (numerals).
4. Item 4. Enter specific specialty, within the Corps, in which being appointed.
5. Items 9, 13, 17, 20 and 25. Refer to Chapter 3 and its tables for amounts of credit authorized and maximum credit when applicable. Do not credit any period of time more than once.
6. Items 18-21. See item 6, Table 3-1 for discussion of unusual credit.
7. Item 22. Enter Service and status, for example, Army Reserve on active duty; Navy, Reserve not on active duty.
8. Item 26. Enter total of items 9, 13, 17 and 20.
9. Item 27. Enter total from item 25.
10. Item 28. Enter total of items 26 and 27.
11. Item 29. Enter the smaller of item 28 or the phase point to major as reflected in the appropriate DA Circular 601 series, unless waiver of maximum entry grade credit has been granted. If waiver granted, enter total amount of credit awarded.
12. Items 30 and 31. If the officer is to enter on active duty compare the credit in item 29 with the entry grade phase points in the appropriate DA Circular 601 series for the fiscal year of entry on active duty. If the officer is not to enter on active duty compare the credit in item 29 with the entries in para 3-2. Determine the grade which the credit justifies. Enter the grade in item 30 and the credit required for that grade in item 31.
13. Item 32. Subtract item 31 from item 29 and enter the result in item 32.
14. Item 33. Enter the date from item 3 (year, month and day).
15. Items 34 and 35. Enter the data from item 32 in item 34. Subtract item 34 from item 33 and enter the result in item 35. This is the date of rank.
16. Items 36 and 37. See paragraph 3-1 for discussion of form authentication.

*Reverse of DA Form 5074-1-R*

Figure 3-2. Reverse DA Form 5074-1-r

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**UNCLASSIFIED**

**PIN 002138-000**