

Army Regulation 601–25

Personnel Procurement

Delay in Reporting for and Exemption from Active Duty, Initial Active Duty for Training, and Reserve Forces Duty

**Headquarters
Department of the Army
Washington, DC
18 October 2023**

UNCLASSIFIED

SUMMARY of CHANGE

AR 601–25

Delay in Reporting for and Exemption from Active Duty, Initial Active Duty for Training, and Reserve Forces Duty

This major revision, dated 18 October 2023—

- o Incorporates Army Directive 2018–17 (Army Accessions Way Ahead) by adding responsibilities for the Commanding General, U.S. Army Training and Doctrine Command (para 1–4c).
- o Adds records management (recordkeeping) requirements (para 1–5).
- o Deletes DA Form 591a, DA Form 591b, DA Form 591c, and DA Form 591d-R, as supplemental service agreement forms to DA Form 591 (para 2–5, para 2–19, and table 2–1). These forms have been cancelled.
- o Rescinds the requirement for the ROTC Officer Accession Program Booklet to be distributed to all ROTC graduating cadets and officers completing an educational delay (formerly para 2–11).
- o Updates sample memorandums (figs 2–1, 4–1, 4–2, 4–3, 4–4, and 4–5).
- o Changes all addresses from previous locations to U.S. Army Human Resources Command, 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100 (throughout).
- o Adds responsibilities for the Commanding General, U.S. Army Cadet Command (throughout).
- o Changes all references of Human Resources Command, Alexandria and Human Resources Command, St. Louis to U.S. Army Human Resources Command (throughout).

Effective 18 November 2023


Personnel Procurement

Delay in Reporting for and Exemption from Active Duty, Initial Active Duty for Training, and Reserve Forces Duty

By Order of the Secretary of the Army:

RANDY A. GEORGE
General, United States Army
Chief of Staff

Official:


MARK F. AVERILL
Administrative Assistant to the
Secretary of the Army

History. This publication is a major revision. The portions affected by this major revision are listed in the summary of change.

Summary. This regulation covers policies and procedures for requesting and granting delays and exemptions of certain categories of officers and enlisted personnel from active duty. It covers policies and procedures for requesting and granting delays and exemptions for reporting for active duty and Reserve Forces Duty for officers. It also covers delays and exemptions for enlisted personnel who are ordered to initial active duty for training.

Applicability. This regulation applies to the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, including members participating in the Simultaneous Membership Program, unless otherwise stated. During mobilization, procedures in this publication can be

modified to support policy changes as necessary. This regulation applies to unit members of the U.S. Army Reserve and Army National Guard under the Early Commissioning Program. More specifically it applies to— *a.* Participants in the Reserve Officers' Training Corps program; *b.* Participants in Army Medical Department officer procurement programs monitored by The Surgeon General; *c.* Certain Army Medical Department officers ordered to involuntary active duty; *d.* Army National Guard, U.S. Army Reserve and individual Selected Reserve members ordered to active duty during a mobilization; *e.* Enlisted personnel ordered to active duty for training; *f.* Officer personnel ordered to active duty or Reserve Forces Duty; and *g.* Participants in the Army National Guard Medical and Dental Student Commissioning Program and Reserve of the Army Medical, Osteopathic, Dental, and Veterinary Student Commissioning Program (Army Reserve).

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff, G–1. The Deputy Chief of Staff, G–1 has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. The Deputy Chief of Staff, G–1 may delegate this authority in writing to a division chief within the proponent agency in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing

justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific requirements.

Army internal control process. This regulation contains internal control provisions in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see appendix B).

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from Deputy Chief of Staff, G–1. Send requests to Deputy Chief of Staff, G–1, DAPE–MPE–IP, 300 Army Pentagon, Washington, DC 20310–0300.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Deputy Chief of Staff, G–1, DAPE–MPE–IP, 300 Army Pentagon, Washington, DC 20310–0300.

Distribution. This publication is available in electronic media only and is intended for the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

Contents (Listed by paragraph and page number)

Chapter 1

Introduction, page 1

Purpose • 1–1, *page 1*

References and forms • 1–2, *page 1*

Explanation of abbreviations and terms • 1–3, *page 1*

Responsibilities • 1–4, *page 1*

Records management (recordkeeping) requirements • 1–5, *page 1*

Suspension of delay • 1–6, *page 1*

*This regulation supersedes AR 601–25, 19 October 2006.

Contents—Continued

Right to appeal • 1–7, *page 1*

Chapter 2

Delay and Exemption of Officer Procurement Program Members, *page 2*

Section I

General, page 2

Officer procurement programs • 2–1, *page 2*

Assignment • 2–2, *page 2*

Training program • 2–3, *page 2*

Delay categories • 2–4, *page 3*

Section II

Participants in Reserve Officers' Training Corps Programs, page 3

Request for delay or exemption • 2–5, *page 3*

Renewal of delay • 2–6, *page 7*

Exception to maximum delay • 2–7, *page 7*

Reserve assignment • 2–8, *page 7*

Responsibilities • 2–9, *page 13*

Failure to graduate • 2–10, *page 13*

Section III

Participants in Health Professional Programs, page 13

General • 2–11, *page 13*

Periods of delay • 2–12, *page 14*

Renewal of delay • 2–13, *page 15*

Exception to maximum delay • 2–14, *page 15*

Responsibilities • 2–15, *page 15*

Failure to graduate • 2–16, *page 16*

Section IV

Participants in Early Commissioning Programs, page 16

Initial delay • 2–17, *page 16*

Postgraduate delay and miscellaneous delays • 2–18, *page 16*

Delay control • 2–19, *page 17*

Section V

Essentiality or Community Hardship of Medical and Dental Program Participants, page 17

Request for delay or exemption • 2–20, *page 17*

Initial applications for delay or exemption • 2–21, *page 17*

Request for renewal of delay • 2–22, *page 18*

Board of officers • 2–23, *page 18*

Board decisions • 2–24, *page 18*

Appeal procedures • 2–25, *page 18*

Section VI

Personal Hardship of Medical and Dental Program Participants, page 18

Request for delay or exemption • 2–26, *page 18*

Initial applications for delay or exemption • 2–27, *page 19*

Request for renewal of delay • 2–28, *page 19*

Chapter 3

Enlisted Members Ordered to Initial Active Duty for Training, *page 19*

Initial active duty for training for enlisted personnel • 3–1, *page 19*

Medical disqualification of alternate training program members • 3–2, *page 20*

Delay and exemption • 3–3, *page 20*

Exception to delay periods • 3–4, *page 21*

Contents—Continued

Chapter 4

Deferral and Exemption during Mobilization, page 21

Section I

Partial and Full Mobilization, page 21

General • 4–1, page 21

Availability • 4–2, page 21

Section II

Full Mobilization, page 22

Availability • 4–3, page 22

Responsibilities • 4–4, page 25

Section III

Partial Mobilization, page 25

Deferral or exemption • 4–5, page 25

Period of deferral • 4–6, page 25

Application for deferral or exemption • 4–7, page 25

Approving authority • 4–8, page 27

Responsibilities • 4–9, page 27

Board of officers • 4–10, page 27

Approved exemptions • 4–11, page 27

Deferral for temporary medical disqualification during partial mobilization • 4–12, page 28

Chapter 5

Peacetime Delay for Temporary Medical Disqualification, page 32

Temporary medical disqualification • 5–1, page 32

Applications and documentary evidence • 5–2, page 32

Chapter 6

Appeals, page 32

Eligibility • 6–1, page 32

Appeal procedures • 6–2, page 32

Appeal board • 6–3, page 33

Appeal authority • 6–4, page 33

Appendixes

A. References, page 34

B. Internal Control Evaluation, page 36

Table List

Table 2–1: Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty, page 7

Figure List

Figure 2–1: Format for request for delayed entry on initial active duty or Reserve Forces Duty, page 6

Figure 4–1: Format for unit deferral authorization, page 24

Figure 4–2: Format for request for exemption from involuntary active duty and request for discharge, page 26

Figure 4–3: Format for request for additional deferral for sick or injured personnel, page 29

Figure 4–4: Format for deferral authorization letter, page 30

Figure 4–5: Format for report on return of sick or injured personnel letter, page 31

Glossary

Chapter 1

Introduction

1–1. Purpose

This regulation provides policy, guidance and processes for permitting newly appointed officers to delay their entry on active duty or Reserve Forces Duty (RFD), for permitting Soldiers newly enlisted into the Reserve Components (RC) to delay their initial active duty for training (IADT), and for permitting RC Soldiers being mobilized to delay their reporting for active duty and/or to be exempted from active duty. The newly appointed officers covered by this regulation include only cadets and graduates of the Reserve Officers' Training Corps (ROTC) program, and new officers accepted for appointment in the Army Medical Department (AMEDD) and participating in a health professionals program. The newly enlisted RC Soldiers covered by this regulation include only those with no prior military service and those who are required to undergo initial active duty for training (IADT). The mobilized RC Soldiers covered by this regulation include only those who are being involuntarily ordered to active duty. Exemptions will be made on an individual basis by Headquarters, Department of the Army (HQDA).

1–2. References and forms

See appendix A.

1–3. Explanation of abbreviations and terms

See the glossary.

1–4. Responsibilities

Overall responsibilities are listed in this paragraph. Specific responsibilities are given in the chapters.

a. The Chief, National Guard Bureau (CNGB) will monitor Army National Guard (ARNG) unit members until individuals are mobilized during a mobilization, including participants in the ROTC Simultaneous Membership Program.

b. The Surgeon General (TSG) will monitor all of the programs for Army Medical Department participants.

c. The Commanding General, U.S. Army Training and Doctrine Command (CG, TRADOC) will—

(1) Serve as the Senior Responsible Officer (SRO) for Army accessions.

(2) Be responsible for accessions planning and execution to effectively plan, prioritize resources, execute, and exploit success.

d. The Commanding General, Human Resources Command, (CG, HRC) will maintain administrative control over all individuals delayed from entry on AD, IADT, or RFD during peacetime. Also, HRC will maintain control over members of the Individual Ready Reserve (IRR) and Standby Reserve until mobilized during a mobilization.

e. Commanding General, U.S. Army Cadet Command (CG, USACC), will manage and operate the ROTC program participants. USACC shares responsibility with HRC for members commissioned under the Early Commissioning Program (ECP).

1–5. Records management (recordkeeping) requirements

The records management requirement for all record numbers, associated forms, and reports required by this regulation are addressed in the Records Retention Schedule-Army (RRS-A). Detailed information for all related record numbers, forms, and reports are located in Army Records Information Management System (ARIMS)/RRS-A at <https://www.arims.army.mil>. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS-A, see DA Pam 25-403 for guidance.

1–6. Suspension of delay

When there are overriding military requirements, the Department of the Army (DA) may suspend the authority to grant delays or may terminate previously granted delays.

1–7. Right to appeal

An individual whose request for delay or exemption from entry on AD, IADT, or RFD is denied is entitled to appeal to higher authority as specified in this regulation.

Chapter 2

Delay and Exemption of Officer Procurement Program Members

Section I

General

2-1. Officer procurement programs

a. These programs procure commissioned officers to meet the needs of both the Regular Army and the Reserve Component (RC) and to meet mobilization requirements. The following personnel are members of officer procurement programs:

- (1) ROTC cadets.
- (2) Officers appointed from the ROTC program who have not completed a tour of AD or RFD.
- (3) Officers approved for participation in AMEDD officer procurement programs listed in paragraph 2-12*b*.
- (4) ROTC officers appointed under the ECP.
- (5) Officers commissioned in the USAR from a military junior college (MJC).
- (6) Officers commissioned in the USAR to prepare for the Army Chaplaincy.

b. Participants in officer procurement programs may be delayed from entry on AD or RFD for the reasons and periods discussed in this chapter and shown in table 2-1.

c. Exemption will be granted when information or documentary evidence reveals that total relief from the requirement to report for AD or RFD is justified. Processing will be under AR 135-133 and AR 135-175.

d. Officers delayed from entry on AD or RFD are authorized to participate in reserve activities as described in paragraph 2-3.

e. ROTC officers granted an educational delay remain liable for AD or RFD in accordance with the needs of the service. This liability is assumed when accepted for educational delay and may extend beyond the agreement executed when enrolled in the ROTC advanced course. Resignations will not be accepted from officers who have not completed AD or RFD unless exceptional circumstances exist. Examples are national health, or interest, or compassionate circumstances.

f. For ROTC cadets, educational institutions include civilian colleges, military colleges, and military junior colleges (see AR 145-1).

g. For officers newly appointed to branches other than AMEDD special branches, educational institutions include a school, institution, seminary, or professional school.

h. For officers newly appointed to AMEDD special branches, an institution of higher education is an approved or accredited professional school that is located in the United States, District of Columbia, Puerto Rico, or a US territory and accredited by an agency or association that is recognized for this purpose by the U.S. Secretary of Education. Included are institutions that are in the process of seeking accreditation and currently have provisional or conditional accreditation, or candidacy status for accreditation, based solely on the newness of the institution.

2-2. Assignment

Delayed members of officer procurement programs will be assigned to USAR Control Group (Officer Active Duty Obligor) (OADO), HRC. Officers granted a category X delay will remain in their initial assignment. When assignment to an ARNGUS or USAR unit is authorized, the CG, HRC retains administrative control during the delay, with the following provisions:

a. If the unit is mobilized, the officer will report to AD with the unit.

b. Officers appointed to AOC 56X (chaplain candidates) will not be mobilized or deployed outside the continental United States (OCONUS). See AR 165-1.

2-3. Training program

a. ROTC officers delayed to pursue religious studies in preparation for the Army chaplaincy, may apply for appointment in AOC 56X as a chaplain candidate. Chaplain candidates are now part of the Chaplain Corps branch (56X) in accordance with AR 165-1, paragraph 7. Send applications to Commander, HRC, 1600 Spearhead Division Avenue, Fort Knox, KY 40122-5100, at least 60 days before the training date requested.

b. Participants in the Army Medical Department Personnel Early Commissioning Program (AMEDD/ECP), AR 351-3, and officers delayed to study medicine, osteopathy, or dentistry may apply for participation in the Clinical Clerkship Training Program. Send applications through the deans of the medical or dental schools to HRC early enough to reach TSG by 1 January.

c. ROTC officers delayed under this regulation may apply for participation in Reserve activities as a member of a specific troop program unit (TPU) of the ARNGUS or USAR. Send applications to Commander, U.S. Army Human Resources Command (AHRC–RDD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100, for approval. This paragraph does not apply to delayed officers who are in the Health Professions Scholarship Program (HPSP) or the ROTC Advanced Scholarship Program. Include the statements listed:

- (1) A statement from the ARNG or USAR unit commander that—
 - (a) There is a unit vacancy in a specified branch and specialty skill identifier (SSI).
 - (b) The applicant is acceptable for assignment to the unit.
 - (c) The commander understands that the applicant will not be a deployable unit asset until they complete a resident basic officer leaders course.
 - (d) The commander agrees to release the member for assignment to AD (if selected by the Human Resources Command).
- (2) A statement (signed by applicant) of understanding that—
 - (a) Service will not be credited toward fulfillment of the obligation to perform AD or RFD, if assigned to an ARNG or USAR unit.
 - (b) Delay will automatically be terminated; the member will be ordered to AD with the unit, if the unit to which a member is assigned is mobilized or otherwise ordered to AD.
 - (c) Delay must be renewed annually in accordance with instructions furnished by CG, HRC.
- (3) Approved applicants will be—
 - (a) Placed by HRC in the branch and specialty called for by the unit vacancy. Only officers meeting the requirements in DA Pam 611–21, may be assigned to an AMEDD special branch. Applicants who are later selected for AD may be considered for branch transfer by HRC based on the needs of the Army.
 - (b) Required to renew their request for delay annually in accordance with instructions furnished by CG, HRC.
 - (c) ROTC officers appointed under the AMEDD/ECP are assigned to an ARNGUS or USAR unit and remain under the administrative control of the CG, HRC. AMEDD/ECP officers will mobilize with their unit of assignment.

2–4. Delay categories

Delay categories authorized officer procurement program participants are as follows:

- a. *Category A.*
 - (1) ROTC participants completing postgraduate studies.
 - (2) Participants in the AMEDD/ECP (AR 351–3).
- b. *Category B.*
 - (1) ROTC officers awaiting professional licensing in a specialty allied to health or health-related fields.
 - (2) A participant in an AMEDD officer procurement program other than participants in the AMEDD/ECP.
- c. *Category C.* Personal or community hardship.
- d. *Category D.* For other cogent reasons.
- e. *Category E.* ROTC officers appointed under the AMEDD/ECP, assigned to an ARNG or USAR unit, and pursuing a bachelor's degree.
- f. *Category X.* For administrative reasons when entry on AD or RFD is delayed because of processing. Applies when officers do not enter AD or RFD during the same month in which their category A, B, C, D, or, E delay terminates. This administrative delay is to be used solely for accounting purposes. See table 2–1, rules 16 and 24.

Section II

Participants in Reserve Officers' Training Corps Programs

2–5. Request for delay or exemption

- a. *Postgraduate delay.*
 - (1) *Eligibility.* An ROTC graduate or potential graduate may request a postgraduate delay for one of the reasons and periods shown in table 2–1. The listed guidelines also apply. For personnel under the AMEDD/ECP, see paragraph 2–17.
 - (a) ROTC applicants must be enrolled for full-time graduate or professional study in an approved and recognized educational institution (see AR 145–1). Any law school attended must be approved by the American Bar Association. Classes must begin the first regular semester or quarter following appointment. Delay to attend an accredited or approved medical, dental, or veterinary school located in other than the 50 States, District of Columbia, Puerto Rico, or a U.S. territory is not authorized.

(b) Priority for approval of educational delay for scholarship cadets will be given to cadets requesting study in a discipline for which the Army has valid requirements.

(c) Delay to pursue a combined degree program (for example, juris doctor/master of business administration) that would require a longer period than authorized to obtain a postgraduate degree is *not* authorized. See table 2–1, rules 1, 2, 3, 4, and 6.

(d) Delay to pursue graduate study in nursing requires approval of TSG.

(2) *Period of delay.* An initial educational delay (category A) may be granted in 1-year increments.(see para 2–6 for renewal of delay).

(3) *Applications.* Applicants who are going beyond initial postgraduate delay will submit requests by formal letter (figure 2–1), in triplicate. Send applications to HRC (AHRC–RD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100. Initial postgraduate delay applicants will use DA Form 591 (Application for Initial (Educational) Delay from Entry on Active Duty and Supplemental Agreement). Complete in triplicate. Follow the instructions on the form. Obtain verification of enrollment or acceptance for enrollment from the appropriate school official (part II, DA Form 591). Send DA Forms 591 to the USACC, 204 1st Cavalry Regiment Road, Bldg. 1002, Ft. Knox, KY 40121–5123. (Applicant is advised to retain a copy of all documents submitted.)

(a) DA Form 591E (ROTC Supplemental Service Agreement (Initial Educational Delay)) to ROTC contracts executed on and after 1 June 1984.

(b) DA Form 591G (ROTC Supplemental Service Agreement for Special Medical Program Participants) to ROTC contracts executed on and after 1 June 1984.

(c) DA Form 591H (ROTC Supplemental Service Agreement (Army Chaplaincy)) to ROTC contracts executed on and after 1 June 1984. This form will be completed only by students of religion theology who are preparing for the military chaplaincy. Include documentation requested for assignment to the Chaplain Corps, AOC 56X (chaplain candidate). All other students of theology will complete DA Form 591E, as appropriate.

(d) DA Form 591F (ECP Student Supplemental Service Agreement (Postgraduate Delay)) to ROTC contracts executed on and after 1 June 1984.

(4) *Approval authority for initial postgraduate delay.* Approval of initial delay to obtain a postgraduate degree is based on the Army's need for officers with advanced degrees in an academic discipline. The CG, HRC is the approval authority for these requests except requests for delay to pursue graduate studies in law or in medical related fields. In these areas, the approval of the Judge Advocate General (TJAG) or TSG, as appropriate, will be obtained by the CG, HRC.

(5) *Processing initial postgraduate delay and requests.* The CG, USACC will send DA Form 591 and the appropriate supplemental form as described in paragraph 2–5a(3) to HRC, AHRC–OPP–P, 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100. CG, HRC will approve or disapprove the requests for delay to pursue graduate studies in law or in medical related fields.

(a) The CG, HRC will obtain the approval of TJAG or TSG for initial postgraduate delay requests in the medical related fields or law. Approval to attend law school does not entitle one to be commissioned in the Judge Advocate General's Corps (JAGC) upon graduation from law school. An officer must still apply during his or her third year of law school and be competitively selected for JAGC. Law school performance will be a significant factor in the JAGC commissioning decision.

(b) The CG, HRC will notify the USACC of approval or disapproval on all requests.

(c) The USACC will notify the requester of the decision. If the request is approved, the USACC will issue orders transferring the individual to USAR Control Group (OADO).

b. Further delay. An individual who has attained the degree objective for which the delay was granted may be considered for further delay. Other types of further delay are listed. Submit applications in triplicate to CG, HRC (AHRC–RD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100. Use the letter format in figure 2–1 and include the following documentary evidence:

(1) *Personal hardship.* See paragraph 2–12d(2)(a).

(2) *Essentiality or community hardship.* See paragraph 2–12d(2)(b).

(3) *Employment.*

(a) *Seasonal.* The employment must be the individual's normal occupation and primary source of income. Supporting documents must show that seasonal employment will not be available if the applicant is required to enter AD or RFD on the regularly scheduled date. (See explanation of seasonal employment in the glossary.)

(b) *Initial.* A statement from the employer certifying that initial employment will not be available if the applicant is required to enter AD or RFD on the regularly scheduled date. The statement must include training courses dates and certification that the member must accept the position. Also, include certification that the member must take training to ensure reemployment upon completion of AD or RFD.

(4) *Participation in a general election.* A statement from an authorized representative of a recognized political party. It must say that the applicant is an official party candidate in a primary or general election for Congress or State public office (see table 2–1, rule 13). Delay is *not* authorized to take part in preliminary political activities for nomination as an official party candidate.

(5) *Federal or State appointment.* Evidence of appointment to a Federal or State public office or to a Federal Court. See table 2–1, rule 14.

(6) *Professional license or certification.* A copy of the Federal or State examination schedule and evidence showing acceptance to take the examination on a specific date. Delay for this reason does not apply to medical or dental officers. See table 2–1, rules 8 and 12.

(7) *Legal clerkship.* Documentary evidence of acceptance to serve a legal clerkship (see table 2–1, rule 5). HRC will coordinate with TJAG and the appropriate career branch if the applicant is not selected for a commission in the JAGC.

(8) *Doctoral degree.* Pursuit of a doctoral degree when initial delay was for a master’s degree. Approval will depend on the overall needs of the service for junior officers with a doctoral degree in the subject discipline. See table 2–1, rule 7.

(9) *Medical fitness delay.* See chapter 5 for peacetime delay for temporary medical disqualification. For full mobilization, see chapter 4, section II; for partial mobilization, see chapter 4, section III.

c. Exemption. When information or documentary evidence reveals that total relief from the requirement to report for AD or RFD is justified, the member will be granted an exemption; processing will be under AR 135–133 and AR 135–175.



DEPARTMENT OF THE ARMY
ORGANIZATION
STREET ADDRESS
CITY STATE ZIP

[Office Symbol]

[Date]

SUBJECT: Application for Delayed Entry on Initial Active Duty or Reserve Forces Duty

FROM: [Soldier's name, grade, SSN]

TO: [Commander having jurisdictional control]

1. Request that I be granted a delay in reporting for initial active duty or Reserve Forces Duty for the reason and period indicated below. I've attached letters, statements or documents required to support my request for delay.
 - a. Reason for delay [explain fully on separate sheet]
 - b. Period requested [list total number] months, beginning [date] and ending [date]
 - c. Address during this request for delay will be [address], [phone #].
2. The following information is furnished concerning my current status:
 - a. Date scheduled for/or appointed [date] by [area command headquarters]
 - b. Previous delay granted [give reason and period or show N/A].
 - c. [Name, type or print, grade, SSN, branch of service, address, if different from 1c above, telephone #].
3. I agree and consent to the following conditions if my request for delay is approved:
 - a. At the completion of my delay, I will be required to serve on active duty or Reserve Forces Duty in accordance with the terms of the agreement I signed on appointment or while enrolled in the ROTC program.
 - b. Will keep commander informed of any changes.
 - c. Department of the Army may cancel my delay at any time if there is an overriding military requirement.

2 Encls

1. Letter of explanation
2. Supporting Doc

[Signature]

[date]

NOTE: When delay is based on candidacy in a primary or general election, or appointment to Federal or State office, substitute one of the following for paragraph #3:

If delay is granted by reason of Federal or State appointment, I understand I must be transferred immediately to USAR Control Group (Standby-Inactive).

If delay is granted, I agree to notify the State Adjutant General or area command headquarters immediately of the Congressional election results. Based on the outcome of the election:

- a. If not elected, I will be available immediately for active duty, or Reserve Forces Duty.
- b. If elected, I will transfer immediately to the USAR Control Group (Standby-Inactive).

Figure 2-1. Format for request for delayed entry on initial active duty or Reserve Forces Duty

2-6. Renewal of delay

Submit application for renewal of delay in accordance with HRC instructions. An individual's delay may be terminated if the completed renewal form is not returned within 30 days.

2-7. Exception to maximum delay

Delay beyond the maximum period shown in rules 1, 2, 3, 4, 6, 7, and 11 of table 2-1 is not authorized unless an exception is granted by HQDA. Send application by letter (figure 2-1) in triplicate to CG, HRC (AHRC-RD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122-5100. A request for exception to the maximum period in table 2-1 must give the reason and full justification for further delay. Justification may include (but is not limited to) the following documentary evidence:

a. Substantiation from a graduate school official. Statements from a graduate school official or from the applicant if substantiated by the school official. These statements concern an individual's—

(1) Degree program and progress.

(2) Estimated date of completion of work, research, or presentation of thesis or dissertation.

b. Substantiating documents from an institution official. These are required if abnormal difficulty in completing classroom work, experiments, or research was caused by experiment failure or similar reasons.

c. Substantiating documents from a doctor or minister. These are required if abnormal difficulty in completing the degree program, classroom work, experiments, or research was caused by personal hardship or illness.

d. List of school requirements for completing the degree program. This is required for request for exception exceeding a total of 12 months. If the estimated date for completing the studies differs from the one given in the previously submitted request for delay, furnish justification for the change.

2-8. Reserve assignment

See paragraph 2-4 for description of delay categories and paragraph 4-9 for issuing of orders.

a. Officers granted a category A or B delay will be assigned to USAR Control Group (OADO); CG, USACC will issue orders.

b. Officers granted a category E delay will be assigned to an ARNG or USAR unit. The CG, HRC will retain administrative control. CG, USACC will issue orders.

c. Officers granted a category C or D delay will remain under the jurisdictional control of USACC, except as outlined in paragraph 2-8*d*.

d. Officers elected or appointed to Congress, appointed to a Federal Court or to a Federal or State public office, and those elected to a public office of a State will be immediately transferred to USAR Control Group (Standby-Inactive).

e. Officers granted a category X delay will remain in their initial assignment.

Table 2-1
Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty

IF THE MEMBER IS AN ROTC OFFICER

RULE	and the reason for delay is—	as cited in para—	then they may request delay by—	and be placed in delay category	for a period not to exceed— (which may be renewed)	Remarks
1	to pursue a degree in medicine, dentistry, veterinary medicine, osteopathy, optometry, sanitary engineering, social work, psychology, or podiatry	2-5a	DA Form 591 and DA Form 591G, DA Form 591F	A	12 months (may be renewed annually)	Student is automatically considered as a participant in the AMEDD/ECP E. AR 351-3. Maximum delay will not exceed 48 months from date appointed. TSG may authorize

Table 2–1
Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty—Continued

						further delay. (See note 1.)
2	to study one of the Medical Allied Sciences listed in AR 601–25, paragraph 2-9b(5)(a)	2–5a	DA Form 591 and DA Form 591E or DA Form 591F	A	12 months annually	Maximum delay will not exceed 36 months. (See note 1.)
3	to pursue religious studies in preparation for the Army chaplaincy	2–5a	DA Form 591 and DA Form 591H	A	12 months (may be renewed annually)	Period required to complete studies. Scholarship Cadets will not be delayed to study Religion Theology. SS application in accordance with AR 135–100. (See note 1.)
4	to pursue a first degree in law (Bachelor of Laws, Master of Laws or Juris Doctor)	2–5a	DA Form 591 and DA Form 591E or DA Form 591F	A	12 months (may be renewed annually)	Maximum delay will not exceed 36 months. (See note 1.)
5	to accept a legal clerkship	2–5b(7)	letter (fig 2–1)	D	12 months (renewal not authorized)	Authorized for JAGC officers only, unless approved by HRC.
6	to pursue a master's degree in any other subject discipline (includes religion other than 3 above)	2–5a	DA Form 591 and DA Form 591E or DA Form 591F	A	12 months (may be renewed annually)	Maximum delay will not exceed 24 months. (See note 1.)
7	to pursue a doctoral degree when initial delay was for a master's degree	2–5b(8)	letter (fig 2–1)	A	36 months (See note 2.) (Renewal not authorized)	An individual may apply when within 3 to 6 months of completing original degree objective.
8	to obtain a professional license in a specialty allied to a health or health-related field	2–5b(6)	letter (fig 2–1)	B	12 months (renewal not authorized)	

Table 2–1

Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty—Continued

9	personal hardship	2–5b(1)	letter (fig 2–1)	C	6 months	May be renewed once with HQDA approval.
10	community hardship	2–5b(2)	letter (fig 2–1)	C	6 months	May be renewed once with HQDA approval.
11	seasonal or initial employment	2–5b(3)	letter (fig 2–1)	D	see remarks	The latest date—6 months from appointment or end of current delay (renewal not authorized unless approved by HQDA).
12	to undergo Federal or State examination (other than fields of medicine)	2–5b(6)	letter (fig 2–1)	D	see remarks	The latest date—6 months from appointment or end of current delay (renewal not authorized).
13	to participate in an election for Congress or State public office	2–5b(4)	letter (fig 2–1)	D	see remarks	Period needed for election results may be extended for outcome of a general election.
14	appointment to a Federal or State public office or a Federal Court	2–5b(5)	letter (fig 2–1)	D	see remarks	Until termination of Federal or State appointment.
15	temporary medical disqualification	5–1a	letter (fig 2–1)	D	6 months (renewal not authorized)	As recommended by a physician, subject to review by a designated AMEDD representative.
16	for administrative reasons	2–4f	NA	X	NA	Used solely for reporting purposes.

IF THE MEMBER IS AN AMEDD OFFICER

RULE	and the reason for delay is—	as cited in para—	then they may request delay by—	and be placed in delay category	for a period not to exceed— (which may be renewed)	Remarks
------	------------------------------	-------------------	---------------------------------	---------------------------------	--	---------

Table 2–1
Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty—Continued

17	to obtain a bachelor's, master's, or doctor's degree (health professional programs) (chap 4, AR 351–3) and applicable DA directives on AMEDD officer procurement programs)	2–13b	not required	A	12 months (may be renewed annually)	Maximum delay will not exceed 48 months from appointment date. TSG may authorize further delay.
18	to pursue a degree in psychology (chap 4, AR 601–130)	2–13b(6)	letter	B	12 months (may be renewed annually)	When approved by HQDA (SGPE–PDM).
19	to complete internship, or first year graduate medical education (under applicable DA directive on AMEDD officer procurement programs)	2–13b	not required	B	12 months	Renewal is not authorized unless an exception is granted by TSG.
20	to complete residency training (AR 601–25, AR 351–3, AR 135–101, and applicable DA directives on AMEDD officer procurement programs)	2–13b(2), (4), (5)	letter	B	12 months (may be renewed annually)	See note 3.
21	personal hardship	sec VI, sec III chap 2	letter	C	6 months	One renewal not to exceed 6 months in exceptional cases.
22	community hardship (essentiality)	sec V, sec III chap 2	letter	C	6 months	One renewal not to exceed 6 months in exceptional cases.
23	temporary medical disqualification	chap 5	letter (fig 2–1)	D	6 months (renewal not authorized)	As recommended by a physician subject to review

Table 2–1
Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty—Continued

						by a designated AMEDD representative.
24	for administrative reasons	2–4f	NA	X	NA	Used solely for reporting purposes.

IF THE MEMBER IS ENLISTED AND ORDERED TO IADT

RULE	and the reason for delay is—	as cited in para—	then they may request delay by—	and be placed in delay category	for a period not to exceed	Remarks
25	personal hardship	3–3a	letter	C	270 days	One renewal with State Adjutant General or HRC approval, not to exceed 3 months.
26	to obtain a security clearance	3–3b	NA	D	see remarks	Date clearance is granted, or 1 year, whichever is earlier.
27	to coincide with a special MOS school course date	3–3c	NA	D	see remarks	Entry date of the school course or 1 year, whichever is earlier.
28	enrollment (or prospective enrollment) in college	3–3d	letter	A	see remarks	To complete the current quarter, trimester, or semester in which enrolled.
29	temporary medical disqualification	3–2b, 5–1	letter	D	6 months see remarks	As recommended by a physician, subject to review by a designated AMEDD representative.
30	to complete high school graduation requirements	3–3f	letter	D	see remarks	Delay may not exceed the first available training quota following the summer session. See para 3–3f(2) for limitations for alternate training program members.

IF THE MEMBER IS MOBILIZED

Table 2–1
Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty—Continued

RULE	and the reason for deferral is—	as cited in para—	then they may request deferral by—	and be placed in deferral category	for a period not to exceed	Remarks
31	high school attendance	4–2a(4)	letter	A	see remarks	Age 20, or date of graduation, whichever is earlier.
32	personal hardship	4–5b	letter	C	30 days	When warranted deferral may be renewed for 30 days.
33	community hardship	4–5b	letter	C	30 days	When warranted deferral may be renewed for 30 days.
34	temporary medical disqualification	4–3a(2), (3) and 4–12	letter	D	30 days	
35	administrative reasons	2–4f	NA	X	30 days (may be renewed for another 30 days)	Used for administrative purposes only. Total maximum deferral will not exceed 60 days.

IF THE MEMBER IS MOBILIZED FROM THE STANDBY RESERVE

RULE	and the reason for delay is—	as cited in para—	then they may request delay by—	and be placed in delay category	for a period not to exceed	Remarks
36	personal hardship	4–2b	letter	C	60 days (renewal not authorized)	
37	temporary medical disqualification	chap 4	letter	D	6 months	As recommended by a physician subject to review by a designated AMEDD representative.

Table 2–1
Reasons for Delay in Entry on Active Duty/Initial Active Duty Training/Reserve Forces Duty—Continued

Notes.

¹ DA Forms 591E, DA Form 591G, DA Form 591H, and DA Form 591F pertain to delays to ROTC contracts.

² Approval of a delay to earn a doctoral degree will be as an exception to policy. Requests will be considered only for study in a field in which the Army has a requirement for a junior officer with a doctoral degree.

³ Maximum delay for residency will be the period tentatively approved at time of initial residency delay. For doctors of medicine and osteopathy, maximum delay for residency will not exceed the minimum period specified by the appropriate specialty board or teaching hospital concerned.

2–9. Responsibilities

a. The CG, USACC and the CG, HRC, are responsible for the Army Military Human Resource Record (AMHRR) and strength accountability of officers under their jurisdictional control.

b. The CG, USACC will—

(1) Process requests for initial delay, determine eligibility for delay (except requests for postgraduate delay), and inform applicants of final decision on all requests.

(2) Remind applicants of their responsibility to report changes shown in DA Form 591, part III, and to request renewal of delay.

(3) Assign officers as prescribed in paragraph 2–8.

(4) Appoint in the basic branch and specialty required by the ARNG or USAR unit those cadets approved for appointment under the AMEDD/ECP with assignment to an ARNG or USAR unit (officers may be assigned to the Army Nurse Corps after they meet all eligibility criteria). All other officers will be branched and designated an accession specialty when selected for Regular Army, AD, RFD, assigned to a unit, or approved for educational delay.

(5) Detail officers to a branch as follows:

(a) Detail to branch undesignated—Those individuals completing their license, clinical affiliations, or internships for professional qualification in physical therapy, occupational therapy, or dietetics.

(b) Detail to Staff Specialty Branch (SSI OOA56)—Officers delayed to study religion theology Army Competitive Category (ACC) code in preparation for an Army chaplaincy (officers not preparing for the chaplaincy will not be detailed).

c. On behalf of the DCS, G–1, the CG, HRC will—

(1) Approve or disapprove requests for initial delay to obtain postgraduate degrees except delays in law or in medical related fields.

(2) Obtain TJAG or TSG approval on requests for initial delay to obtain postgraduate degrees in law or in medical related fields.

(3) Assign a mobilization branch to all officers entering an educational delay.

d. TSG will approve or disapprove requests for initial delay to obtain postgraduate degrees in medical related fields.

e. TJAG will approve or disapprove requests for initial delay to obtain postgraduate degrees in law.

2–10. Failure to graduate

Officers who leave school or fail to obtain the degree for which a delay was approved will be required to perform AD or RFD in accordance with the terms of their signed supplemental agreement. When an officer was delayed to obtain a qualifying degree in a health or health-related field, HQDA will determine the branch and specialty in which ordered to AD or RFD.

Section III

Participants in Health Professional Programs

2–11. General

a. A health professional may be delayed from entry on AD or RFD for one of the reasons shown in table 2–1 if DA eligibility requirements are met; if the health professional is a member of the ROTC, then the requirements in section II are met. See sections V and VI for essentiality or community hardship requests from Medical Corps (MC) and Dental Corps (DC) officers; paragraph 2–12d(2) covers hardship for other health professionals.

b. When the instructions in this section conflict with those in AR 135–101, AR 351–3, and AR 601–141, this section will apply.

c. For exemptions, also see paragraph 2–5c.

2–12. Periods of delay

a. Authorized periods.

(1) The period of delay authorized will be based on the time required to attain a qualifying degree in a health or health-related field; it may include the period needed to complete the first-year graduate medical education (internship).

(2) Delay (initial and renewal) of a participant in a health professional program will be granted in increments not to exceed 1 year.

(3) Delay to complete graduate school or first-year graduate medical (internship) or dental education beyond the maximum period is not authorized unless an exception is approved by HQDA (SGPE–PDM) (see table 2–1).

(4) See paragraph 2–14 for exceptions to maximum delay.

b. Initial delay. Participants in the health professional programs listed are automatically granted an initial delay. See table 2–1, rules 17, 18, 19, and 20.

(1) AMEDD/ECP (AR 351–3, chap 4).

(2) Participants in the residency delay program are graduate physicians appointed under AR 135–101; they are delayed to complete residency training when approved by TSG.

(3) Participants in announced programs established by DA to provide delays for postgraduate training. This applies during Selective Service System calls for health professionals (specialist registrants).

(4) ROTC graduates and graduates of the AMEDD/ECP who are reappointed to the MC to complete a year of first-year graduate education or internship. Renewal of delay may be requested for residency training.

(5) ROTC graduates and graduates of the AMEDD/ECP who are reappointed to the DC may participate in civilian internship or residency training (see paragraph 2–13).

(6) Applicants approved for doctoral training in psychology. To qualify for delay to obtain a Ph.D. in psychology a student must demonstrate potential for admission to a doctoral program acceptable to TSG. Send applications by letter (in triplicate) to CG, HRC, (AHRC–RD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100. Applicants delayed incur a 3-year AD obligation (see table 2–1, rule 18).

(7) Students in the RC of the Army Medical, Osteopathic, Dental, and Veterinary Student Commissioning Programs (Army Reserve and Army National Guard).

(8) US Army HPSP. Submit applications in accordance with AR 601–141.

c. Other delays. Individuals may be delayed to complete the following professional qualifications.

(1) Occupational therapy certification.

(2) Physical therapy licensure.

(3) Dietetic registration.

d. Categories of delay. See paragraph 2–4 for description of delay categories.

(1) *Categories A and B.* A health professional is initially delayed when accepted into an AMEDD officer procurement program. An ROTC cadet is initially delayed (category A) under section II and thereafter considered a health professional program participant. Process renewal and further delay of all health professionals under this section (paragraph 2–13).

(2) *Category C.* A health professional may be granted a category C delay when entry on AD or RFD would result in personal or community hardship. As soon as the hardship occurs, send applications by letter (in triplicate) (fig 2–1) to the commander having jurisdictional control over the member. A complete request for delay or exemption must be received by the CG, HRC, within 30 days of the date orders are published. Requests received after the 30-day period will not be processed; the applicant will be required to report for AD or RFD as scheduled.

(a) Personal hardship. Applications will include the date the hardship occurred and documentary evidence to show that entry on AD or RFD would have a substantial adverse effect on an individual's immediate Family. Changed income and separation from the Family are normal occurrences in military service and are not considered hardship. Paragraph 2–27 gives examples of cases that may be considered sufficient to justify delayed entry.

(b) Essentiality and community hardship. Applications must be motivated by critical national or community need; they are not to be for the personal benefit of the applicant. Include evidence to show that service performed is essential to the maintenance of health, safety, or welfare of the applicant's community or the nation. Also, include evidence that the service cannot be performed by another person in the community.

(3) *Category E*. ROTC officers appointed under the AMEDD/ECP are initially delayed to obtain a bachelor's degree. Officers who are initially delayed in category E who are later granted a postgraduate delay will be placed in delay category A or B depending on their objective.

(4) *Medical fitness delay*. See chapter 5 for peacetime delay for temporary medical disqualification. For full mobilization, see chapter 4, section II. For partial mobilization, see chapter 4, section III.

2-13. Renewal of delay

a. Categories A and B. See paragraph 2-4 for description of delay categories.

(1) Except as described in paragraph 2-13a(2), submit applications for renewal of delay in accordance with instructions provided by HRC. An individual's delay status may be terminated for failure to complete and return the renewal form within 30 days after receipt.

(2) An officer granted a category B delay to complete a first-year graduate medical (internship) or dental education (paragraphs 2-12b(4) and (5)) may be eligible to enter further delay to pursue residency training. Send applications for delay for residency training in triplicate letter form (fig 2-1) through CG, HRC, (AHRC-RD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122-5100 to HQDA (SGPE-PD), Washington, DC 20324-2000; send them at the time prescribed each year in the announcement listing specialties in which delays will be considered. Approved requests will be limited in number and specialties according to the needs of the AMEDD. The CG, HRC will ensure that selectees annually request renewal to continue residency training.

(3) Doctors of medicine and osteopathy must obtain advance approval to enter a residency program or additional specialty training that exceeds the requirement of the specialty board or teaching hospital. (See the Director of Residency Training Program of the American Medical Association or the Directory of the American Osteopathy Association.) Advance approval is required to enter a residency program if changes are made in the type of residency program for which an individual was originally approved. Send requests for exception through CG, HRC (AHRC-RD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122-5100, to HQDA (SGPE-PD), Washington, DC 20324-2000.

b. Category C. Send request for renewal of category C in the same format as the initial request, (see paragraph 2-12d(2)). Requests will be approved by HRC only in exceptional cases. When the hardship continues for a long time (normally more than 1 year) and cannot be lessened by a temporary delay, action will be taken to remove the officer from the Ready Reserve (AR 135-133).

2-14. Exception to maximum delay

Exception beyond the maximum period (table 2-1) is not authorized unless approved by TSG. Send applications by letter (fig 2-1) in triplicate through CG, HRC, (AHRC-RD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122-5100, to HQDA (SGPE-PD), Washington, DC 20324-2000. A request for exception to the maximum period in table 2-1 must give the reason and full justification for further delay. Justification may include (but is not limited to) the documentary evidence described in paragraph 2-7a through 2-7d.

2-15. Responsibilities

a. The Surgeon General. TSG is responsible for monitoring the USAR commissioned officers who have been granted delays to participate in AMEDD personnel procurement programs and ROTC health professional program participants requesting delays from entry on AD or RFD.

b. Commanding General, U.S. Army Cadet Command. The CG, USACC is responsible for ROTC health professional program participants described in section II and also responsible for maintaining the AMHRR and strength accountability of these individuals.

c. Commanding General, HRC on behalf of the Deputy Chief of Staff (DCS), G-1 will—

(1) Maintain the AMHRR and strength accountability of officers in health professional programs under HRC control. Prepare a listing by discipline and graduation date of all officers granted delays to study any health profession. The listing will be sent to HQDA (SGPE-PD) quarterly.

(2) Take actions listed in section II concerning ROTC health professionals.

(3) Appoint or transfer health professionals to the appropriate branch on completion of all basic educational and professional requirements. Schedule officers for AD or RFD based on instructions from TSG.

(4) Promote officers under HRC's jurisdiction. When officers are assigned to ARNG or USAR units, promotion action is the responsibility of the unit commander, area commander, or State Adjutant General, as appropriate.

(5) Retain under HRC's jurisdictional control all participants who desire AD or RFD either immediately after first-year graduate medical education or internship or by the end of the calendar year.

(6) Monitor and control all health professionals in the USAR Control Group (OADO). This includes delays, delay renewals, exemption, transfer to Standby Reserve, and discharge. Refer requests for initial delay, extension, and

changes in postgraduate training to HQDA (SGPE–PD) for comment. Advise applicants of decision and furnish copy to HQDA (SGPE–PD).

(7) Furnish officers the necessary forms and instructions to apply for renewal of delay (paragraph 2–13).

(8) Inform officer of individual responsibility to report changes affecting delay status (see para 2–15d).

d. Individual responsibility. An officer granted a delay in entry on AD or RFD will report any change affecting delay status to HRC, AHRC–RDD. Some of the conditions that require reporting are—

(1) Failure to complete the education for which delay was granted.

(2) A move or transfer from the designated educational institution.

(3) Change in studies.

(4) Change from full-time study to part-time study.

(5) The conditions requiring delay no longer exist.

(6) A degree is granted. The date of graduation properly authenticated by a school official must be furnished.

(7) First-year graduate medical education, internship, or residency is completed or terminated.

(8) Failure to pass qualifying professional examination.

2–16. Failure to graduate

An officer who fails to successfully complete the course of study for which a category A delay was granted will be processed as follows:

a. An ROTC officer will be required to perform the initial period of AD or RFD per the terms of the signed supplemental agreement completed in accordance with paragraph 2–5a(3).

b. A participant in an AMEDD officer procurement program will be ordered to AD if HQDA determines the officer can be used effectively in any branch of service. The officer will be reappointed, if appropriate, and ordered to AD for the period specified in the agreement entered into when approved for participation in the program. If HQDA determines that the officer cannot be effectively used, the officer will be processed for discharge (AR 135–175).

c. Participants in the Medical, Osteopathic, Dental, and Veterinary Student Commissioning Program will be required to complete 8 years of service (6 years for those appointed before 1 June 1984) as shown. Persons who meet the professional qualifications in AR 135–101 will serve in the Medical Service Corps (MSC) or will be reassigned to a branch for which they are qualified.

(1) Service required of statutorily obligated members will be based on the needs of the service as shown. They will be assigned to—

(a) AD.

(b) Or A unit of the USAR TPU.

(c) Or USAR Control Group (Annual Training).

(2) Non-statutorily obligated members will be assigned to USAR Control Group (Reinforcement) unless they voluntarily join a TPU.

Section IV

Participants in Early Commissioning Programs

2–17. Initial delay

a. ROTC and MJC graduates may be delayed for not more than 36 months to obtain a bachelor's degree. An initial delay is automatically granted when accepted in the AMEDD/ECP. Delay to obtain a bachelor's degree is not authorized to persons appointed under the AMEDD/ECP. See AR 351–3, for details on the AMEDD/ECP.

b. The initial delay will terminate upon—

(1) Graduation.

(2) Failure to enroll in a bachelor's program.

(3) Disenrollment from college.

(4) Failure to obtain a bachelor's degree within 36 months.

2–18. Postgraduate delay and miscellaneous delays

a. Postgraduate delay.

(1) Officers requesting further delay after receiving the bachelor's degree for which initially delayed must complete the forms shown:

(a) DA Form 591.

(b) *DA Form 591F to ROTC contracts.* This form will be locally reproduced on 8½× 11-inch paper, printed head to head.

(2) Officers granted postgraduate delay must annually renew their delays in accordance with instructions from CG, HRC.

b. *Personal hardship.* See paragraph 2–12d(2)(a).

c. *Essentiality and community hardship.* See paragraph 2–12d(2)(b).

d. *Medical fitness delay.* See chapter 5 for peacetime delay for temporary medical disqualification. For full mobilization, see chapter 4, section II; for partial mobilization, see chapter 4, section III.

e. *Exemption.* See paragraph 2–5c.

2–19. Delay control

The CG, HRC, will establish controls to process early commissioned officers as prescribed.

a. *On graduation—*

(1) Schedule Guaranteed Reserve Forces Duty officers for RFD and issue ADT orders.

(2) Notify all other officers of the requirement to apply for RA, AD, RFD, and graduate delay status in accordance with the annual HQDA letter concerning ROTC officer accessioning programs.

b. Officers whose delay is terminated for a reason shown in paragraph 2–17b(2), 2–17b(3), or 2–17b(4) will be processed as follows:

(1) Non-scholarship officers will be selected and scheduled for RFD.

(2) Scholarship officers will be reported to the CG, HRC (AHRC–OPP–P).

Section V

Essentiality or Community Hardship of Medical and Dental Program Participants

2–20. Request for delay or exemption

a. *Category C delay or exemption.* A USAR MC or DC officer may request a category C delay or an exemption for alleged essentiality or community hardship. This section does not apply to individuals participating in the U.S. Army HPSP.

b. *Period of delay.* A request for delay for community essentiality or hardship may be approved for a period not to exceed 6 months (see table 2–1, rule 22). This delay may be extended for 6 months or a maximum total of 1 year.

2–21. Initial applications for delay or exemption

a. *Processing.*

(1) As soon as the problem occurs, send applications (in triplicate) to CG, HRC (AHRC–RDD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100. A complete request for delay or exemption must be received by HRC within 30 days of the date AD orders are published. Requests received after the 30-day period will not be processed; the applicant will be required to report for AD as scheduled. The officer or the employer may submit applications.

(2) Applications will be processed by a board of officers (see para 2–23).

(3) An applicant for exemption may be offered a 6-month delay instead of a denial. This may occur if a community hardship exists that may be eliminated or lessened within a year. Before the 6-month period expires, the applicant must submit a new application based on the circumstances in the community at that time (see para 2–5c for additional information on exemptions.)

b. *Eligibility.* Delay will be granted only when all of the following conditions are met:

(1) The officer must be performing (at the time of application) a health service needed by the community. The service must be essential to the health, safety, or welfare of the officer's community. Those who have never regularly performed in a community that is said to suffer hardship are not eligible for delay or exemption.

(2) The service cannot be performed by other people in the community.

(3) The officer cannot be replaced (before date scheduled to report for AD) by another qualified person in the community.

(4) There is reasonable assurance that the officer can be replaced in the community within the authorized period of delay.

(5) Applications must be motivated by critical national or community need. They must not be for the personal benefit of the individual.

c. *Documentary evidence.* Applications will include at least the following evidence:

(1) A statement from the State Professional Association showing the number of personnel in the area who have similar qualifications or who are performing the same or similar service.

(2) Letters from at least five disinterested persons saying how the officer's withdrawal from the community would affect its health, safety, or welfare. Additionally, the letters will include actions to get a replacement.

(3) The expected date within the authorized 6-month delay that a replacement will be available to eliminate or lessen the hardship. Include a record of attempts (if any) by the community to attract alternative services.

2-22. Request for renewal of delay

Requests for renewal will be processed the same as for an initial request (see paragraph 2-21). The following additional instructions apply to renewals:

- a. Send applications no later than 30 days before the initial delay expires.
- b. If it is determined that the hardship can be eliminated or lessened within the renewal period, then the request may be approved.
- c. If renewal is granted, send a copy of the approved renewal to HQDA (SGPE-PD), 1900 Half St., SW, Washington, DC 20324-2000.
- d. If the hardship cannot be eliminated or lessened by a temporary delay (normally 1 year), action will be taken to remove the officer from the Ready Reserve (AR 135-133).

2-23. Board of officers

a. A DA Board will be convened at HRC to consider applications sent by or on behalf of MC or DC officers. At least one member of the board will be an officer of the AMEDD and senior to the officer whose case is being considered. The board proceedings will be as prescribed by the CG, HRC, (AR 15-6) does not apply to these proceedings. Personal appearance before the board of officers is not authorized.

b. The board will recommend approval or disapproval of all requests. Board approval of an application for exemption must include a recommendation for removal from the Ready Reserve (see para 4-11). The board may recommend delay in lieu of exemption if in its opinion a disapproval request for exemption warrants delay.

2-24. Board decisions

The CG, HRC will—

- a. Issue orders when delay or exemption is granted.
- b. Disapprove board recommendations only when the disapproval results in action more favorable to the applicant, or when the board's findings and recommendations are not supported by substantial evidence in the record.
- c. Ensure that final action is taken on board-approved requests for exemption.
- d. Inform the applicant of the board's decision and of the right to appeal a denied request for delay or exemption (see para 2-25).
- e. Furnish HQDA (SGPE-PD) copies of orders and communications about board decisions.

2-25. Appeal procedures

An applicant requesting delay or exemption will be notified of the reason for denial. The applicant or employer may appeal directly to the Adjutant General (HQDA (DAAG-TCZ-C)), who will make a final decision on the appeal. An appeal must be submitted within 15 days of receipt of the denial letter.

Section VI

Personal Hardship of Medical and Dental Program Participants

2-26. Request for delay or exemption

a. *Category C delay or exemption.* A USAR officer of the MC or DC may request a category C delay or an exemption when a personal hardship arises or was aggravated following appointment. It must be shown that entry on AD would have a substantial adverse effect on an individual's immediate Family. The inconvenience of changed income and separation from an officer's Family are normal occurrences in military service and are not considered a hardship. See paragraph 2-27 for eligibility and required evidence.

b. *Period of delay.* Request for delay may be approved for no longer than 6 months (see table 2-1, rule 21). In exceptional cases the delay may be extended for 6 months or a maximum total of 1 year.

2–27. Initial applications for delay or exemption

a. Processing.

(1) As soon as the hardship occurs, send applications (in triplicate) to CG, HRC, (AHRC–RDD), 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100. A complete request for delay or exemption must be received by HRC within 30 days of the date orders are published. Requests received after the 30-day period will not be processed; the applicant will be required to report for AD as scheduled.

(2) Applications will be processed by a board of officers. See paragraphs 2–23 and 2–24 for DA board information and paragraph 2–25 for appeal procedures.

(3) An applicant for exemption may be offered a 6-month delay instead of a denial. This may occur if a hardship exists that may be eliminated or lessened within a year. Before the 6-month period expires, the applicant must submit a new application based on the circumstances at that time.

b. Eligibility.

(1) An applicant will not be exempted from entry on AD unless—

(a) The hardship is permanent and cannot be lessened or eliminated by delaying entry on AD.

(b) The officer has made every reasonable effort without success to lessen or eliminate the hardship.

(c) Exemption and removal is the only readily available means of eliminating or lessening the hardship.

(2) The following are examples of cases that may be considered sufficient to justify delayed entry on AD. (Documentary evidence for MC and DC applications is shown in paragraph 2–27c.)

(a) A physician indicates that life expectancy of a member of the officer's immediate Family is 60 days or less.

(b) A physician indicates that the member of the officer's immediate Family recovery would be seriously impaired if the officer were not present.

(c) A member of the officer's immediate Family has a serious illness or is involved in an accident; therefore, important responsibilities are placed on the officer because they cannot be assumed by anyone else.

(d) More than one Family member of the officer's immediate Family is seriously injured. This would be justification even if there were no additional problems or limited life expectancy.

(e) Hardship situations that may not specifically meet the previously listed requirement. These would justify delay if the officer's entry on AD would cause severe and unusual hardship for either the officer or the officer's immediate Family.

c. Documentary evidence. Include the appropriate listed evidence (normally evidence will be in affidavit form).

(1) *Affidavits submitted by or in behalf of the officer's Family.* These must be affidavits from at least two disinterested persons or agencies having firsthand knowledge of the circumstances. The affidavits from disinterested persons or agencies will include reasons within their knowledge that the officer is the only person who can resolve the hardship.

(2) *Financial reasons.* If the application is based on financial problems, give the names, ages, occupations, home addresses, and monthly incomes of other members of the officer's Family. See paragraph 2–26a.

(3) *Disability or illness of the immediate Family.* Send a physician's statement showing the nature of the illness or disability and the prognosis for recovery. In the case of disability, the statements will include the date the disability occurred.

2–28. Request for renewal of delay

Request for renewal will be processed the same as for an initial request (see para 2–27). See paragraph 2–22 for additional instructions on renewals.

Chapter 3

Enlisted Members Ordered to Initial Active Duty for Training

3–1. Initial active duty for training for enlisted personnel

Non-prior service enlisted personnel (ARNG and USAR) must enter training within the period prescribed by AR 135–200, paragraph 6–5a unless delayed for a reason shown in table 2–1 (rules 25 through 30). (See paragraph 3–3 for delays.) These personnel are required to enter on IADT as soon as training quotas are available. They must be prepared to comply with IADT orders at any time. (See para 3–2 for procedures for medically disqualified Alternate Training Program members.) The requirement to complete IADT does not apply to individuals who are enlisted and assigned to USAR Control Group (ROTC) as a prerequisite for enrollment in the ROTC program (advanced course or scholarship program).

3-2. Medical disqualification of alternate training program members

a. Some enlisted personnel are scheduled for alternate training. These are enlisted personnel who cannot complete basic training (BT) and advanced individual training (AIT) during one continuous IADT period because of school or seasonal employment. During the first phase of training, the member completes BT. After successful completion of Phase I (BT), the member is released from IADT, returns home, and begins training with assigned unit. Within 1 year after completing BT, the member will again enter on IADT to complete Phase II (AIT).

b. When a member of the alternate training program is medically disqualified after completing Phase I (BT) but before entering Phase II of IADT, the following procedures will apply:

(1) Members who are temporarily medically disqualified will be delayed from AIT as prescribed in chapter 5 on peacetime delay for temporary medical disqualification. Members with medical disqualifications curable within less than 6 months will be retained in the unit and granted excused absence from unit training. The unit commander will notify the appropriate Military Entrance Processing Station to cancel the current Phase II training reservation. A new training reservation will be made within 10 days after the individual is found qualified for duty. When the disqualification is curable within 6 months to 1 year, the unit commander will initiate action to transfer the member to USAR Control Group (Standby). The AMHRR and documentary evidence required by AR 135-91, will be sent to CG, HRC, (DARP-ZSG), 1600 Spearhead Division Avenue, Fort Knox, KY 40122-5100. Temporarily disqualified members of the ARNG will be assigned per current National Guard directives.

(2) The unit commander will initiate action to have members discharged who are found permanently medically disqualified under procurement standards.

(3) ARNG members who no longer meet the minimum physical profile of the military occupational specialty (MOS) for which enlisted (required by Recruit Quota System (REQUEST)) will be offered a unit vacancy for which qualified. Training quotas must be available and secured. The following procedures apply to these personnel:

(a) Those who qualify for another vacancy/MOS will be required to sign a statement. In this statement, they will waive training in the MOS for which enlisted and accept training in the alternate MOS for which medically and otherwise qualified. The statement will include that failure to accept the vacancy/MOS training will result in transfer to the IRR. If applicable, the member will also be informed in writing that transfer to the IRR will stop continued eligibility and participation in a Selected Reserve Incentive Program.

(b) The unit commander will initiate action to have members who do not accept or qualify for the alternate vacancy/MOS transferred to the IRR to complete their military service obligation.

(4) USAR members who no longer meet the minimum physical profile of the MOS for which enlisted (required by REQUEST) will be offered an MOS for which qualified, regardless of unit vacancies. Training quotas must be available and secured. The following procedures apply to these personnel:

(a) Those who qualify for another MOS within the current unit of assignment will be required to sign a statement. In this statement, they will waive training in the MOS for which enlisted. They will accept training in the alternate MOS for which medically and otherwise qualified. The statement will include that failure to accept the MOS training will result in transfer to the IRR. If applicable, the member will also be informed in writing that transfer to the IRR will stop continued eligibility and participation in a Selected Reserve Incentive Program.

(b) Those who do not qualify for another MOS within the current unit of assignment will be offered an MOS. The unit which they qualify will be within commuting distance of the member's present address. The United States Army Reserve Command (USARC) will be contacted, if necessary, for assistance in determining another USAR unit for assignment. The individual will be required to sign a statement. In this statement, they will waive assignment to the unit and training in the MOS for which enlisted. The member will accept assignment and training in the alternate unit and MOS for which medically and otherwise qualified. The statement will include that failure to accept the unit assignment and MOS training will result in transfer to the IRR. If applicable, the member will also be informed in writing that transfer to the IRR will stop continued eligibility and participation in a Selected Reserve Incentive Program.

(c) The unit commander will initiate action to have members transferred to the IRR who do not accept or qualify for assignment under the provisions of paragraph 3-2b(4)(a) or 3-2b(4)(b).

3-3. Delay and exemption

Enlisted members must enter training as described in paragraph 3-1 unless delayed for one of the following reasons:

a. Personal hardship (table 2-1, rule 25). Applications will include date the hardship occurred and documentary evidence to show that the entry on IADT would have a substantial adverse effect on an individual's immediate Family. For examples of cases that may be considered sufficient to justify delayed entry, see paragraph 2-27b(2). (Substitute enlisted for officer in these examples.) Refer only to those references. Do not follow the documentary evidence requirements in that paragraph. The rest of that section applies only to MC and DC program participants. Also, for enlisted personnel, changed income and financial problems may be considered for personal hardship delay.

b. Security clearance (table 2–1, rule 26). An enlisted member may be delayed from entry on IADT if the processing of the security clearance is not completed by the time of scheduled training.

c. Special military occupational specialty school course date (table 2–1 rule 27). An enlisted member may be delayed from entry on IADT if the position vacancy for which enlisted requires specialized MOS training at infrequently or irregularly conducted school courses.

d. Enrollment (or prospective enrollment) in college (table 2–1, rule 28).

(1) Verification of college enrollment from the appropriate school official is required. The statement will include the ending date of the current quarter, trimester, or semester.

(2) An enlisted member who is ordered (or alerted) to enter IADT within 150 days after date of enlistment may not be delayed for this reason.

e. Temporary medical disqualification (table 2–1, rule 29). See chapter 5. (For personnel under the alternate training program, see paragraph 3–2b.)

f. Required to attend a high school summer session (table 2–1, rule 30).

(1) An enlisted member may be delayed when required to attend a summer session to graduate. Verification from the appropriate school official is required.

(2) Alternate Training Program members may be delayed under this program as shown.

(a) They enter the second phase of training on the first available quota after the summer session.

(b) The delay does not exceed 1 year from the date the first phase of training was completed. Delays that exceed this period require appropriate area command approval in coordination with the Office of the Chief, Army Reserve, DAAR–OTI, Pentagon, Washington, DC 20310–2418. National Guard Bureau (NGB) approval is required for ARNG members. Send requests for exception to CNGB (ARNG–HRH), 111 South George Mason Drive, Arlington, VA 22204–1373.

g. Exemption. When information or documentary evidence reveals that total relief from the requirement to report for IADT is justified, the member will be granted an exemption. Processing will be under AR 135–133, AR 135–178, or NGR 600–200.

3–4. Exception to delay periods

The listed authorities are authorized to delay entry on IADT beyond the periods prescribed by AR 135–200, paragraph 6–5a and NGR 600–200 (see paragraph 3–1). They are authorized to delay entry only for one of the reasons and periods described in table 2–1. Authorized delays for rules 25, 26, and 27 of table 2–1 will not exceed a period of 1 year from date of enlistment unless approved personally by the Secretary of the Army. Delay for a reason not shown in table 2–1 requires approval by the CG, HRC. Disapproved requests for delay must be appealed through channels. See chapter 6 on appeals.

a. Area commanders for USAR.

b. State adjutants general for ARNG.

c. CG, HRC for members of USA Mobilization Support Detachment (HRC augmentation).

Chapter 4

Deferral and Exemption during Mobilization

Section I

Partial and Full Mobilization

4–1. General

a. This chapter applies when units or members of the IRR and Standby Reserve are ordered to AD during a mobilization (see section II for additional information that applies only to full mobilization and section III for additional information that applies only to partial mobilization).

b. RC members may receive deferments from AD if they are hospitalized.

4–2. Availability

a. All Reserve Component members. The Secretary of the Army will ensure that a member of the Reserve of the Army who will be called or ordered to active duty for a period of more than 30 days in support of a contingency operation receives notice in advance of the mobilization date. In so far as is practicable, the notice will be provided not less than 30 days before the mobilization date, but with a goal of 90 days before the mobilization date. The Secretary of Defense may waive the 30-day requirement or authorize shorter notice than the minimum 30 days specified

during a war or national emergency declared by the President or Congress or to meet mission requirements. If the waiver or reduction is made on account of mission requirements, the Secretary of the Army will submit to Congress a report detailing the reasons for the waiver or reduction and the mission requirements at issue.

b. Ready Reserve members. All Ready Reserve members will be prepared to report for AD within 24 hours after notification unless an exception is authorized as listed. Personnel must make advance arrangements to meet business, personal, and other responsibilities to ensure that they are able to meet reporting times when mobilized. (Commanders must maintain a high level of personal readiness awareness.) Personnel will not be deferred or excused because of civilian employment or occupation. Exceptions are made for the following persons:

(1) *Non-unit Army Medical Department officers participating in an educational delay program in a health or health-related field.* These officers are not available during a mobilization unless specifically authorized in special instructions issued by HQDA.

(2) *Medical Corps officers serving in first-year graduate-level medical education or internship programs.* These officers are not available for mobilization until their training is completed.

(3) *High school attendees.* If a member is alerted for mobilization and in high school, verification of high school attendance is required from the appropriate high school official (see table 2–1, rule 31).

(4) *Hospitalized and medically unqualified personnel.* For full mobilization, see paragraph 4–3a(2) and 4–3a(3). For partial mobilization, see section III, this chapter.

(5) *Medical specialists.* Their availability will be determined by the Director of Selective Service. Those determined available will be processed as follows:

(a) *Who has not accepted appointment (executed an oath of office).* Request for deferral must be concurrently submitted to the local board and the appropriate State Director of Selective Service.

(b) *Who has accepted U.S. Army Reserve appointments.* These personnel are under the jurisdictional control of area commanders. Deferral or exemption may be authorized only when documentary evidence substantiates that a hardship developed since the oath of office was executed. (See paragraph 2–12d(2)(a) for other evidence required for a personal hardship request.)

(6) *Chaplain candidates.* Members who are preparing for the ministry in an accredited theology or divinity school are deferred from an involuntary call to AD for a mobilization.

(7) *Individuals who are both members of Congress and in the Ready Reserve.* Such persons may not be transferred to the Standby Reserve or discharged unless ordered by the Secretary of Defense.

c. Members who occupy key positions. Upon request from Federal or non-Federal employers, the Secretary of the Army will verify the essential nature of the position(s) being designated as “key,” and will transfer member(s) occupying key position(s) to the Standby Reserve or the Retired Reserve or discharge them, as applicable.

d. Standby Reserve members. Members of the Standby Reserve will be ordered to AD when authorized by HQDA. A Standby Reserve member may be deferred for a reason and period shown in table 2–1, rules 36 and 37. All other Standby Reserve members ordered to AD must report for AD within 24 hours after notified to report. They will report for AD and be considered for separation under policies established for the Regular Army. (For personal hardship (table 2–1, rule 36) applications, see paragraph 2–12d(2)(a)).

e. Eligibility for removal from Ready Reserve status during mobilization. Documentary evidence must show that before the date of alert or order to AD a request for removal from the Ready Reserve was submitted. If a request was not submitted, send documentary evidence to show that there were good and sufficient reasons for not submitting the request. The circumstances must qualify an individual for removal either by transfer to the Standby Reserve (AR 135–133) or discharge (table 2–1, rule 35). This paragraph does not apply to unit members in a pay status.

f. Peacetime screening of Reserve Component members. During peacetime, RC members will be continually screened under AR 135–133 to ensure that there will be no significant attrition of personnel during a mobilization. Personnel whose mobilization would result in extreme personal or community hardship will be screened from the Ready Reserve as soon as that circumstance becomes known. Members of Congress that are in the Ready Reserve are exempt from screening requirements. These screening procedures will cease on alert or receipt of a warning order for mobilization.

Section II

Full Mobilization

4–3. Availability

a. Ready Reserve members. Deferral in reporting to AD will not be granted any Ready Reserve member during a full mobilization except as outlined in paragraph 4–2. The following policies also apply to full mobilization:

(1) Members will report for AD and may be considered for separation under policies established for the Regular Army.

(2) Deferral will not be granted to personnel with a physical disability that prevents them from performing their mobilization jobs except as described in paragraph 4–3a(3). Place these individuals in less demanding positions until they are physically qualified for reassignment.

(3) Unit commanders are authorized to grant up to 30 days deferral to hospitalized personnel (use the sample letter format shown in fig 4–1). The period of deferral will be based on the anticipated date of release from the hospital; the release date will be evidenced by the attending physician’s statement. When the period of hospitalization is more than 30 days, transfer the member to USAR Control Group (Standby). Member’s AMHRR is transferred to Commander, HRC, DARP–ZSG, 1600 Spearhead Division Avenue, Fort Knox, KY 40122–5100.

b. Standby Reserve members. See paragraph 4–2b and table 2–1, rules 36 and 37.



DEPARTMENT OF THE ARMY
ORGANIZATION
STREET ADDRESS
CITY STATE ZIP

[Office Symbol]

[Date]

MEMORANDUM FOR: [Member's name, Grade, DoD ID# & Address]

SUBJECT: Deferral in Reporting to Active Duty (Medical)

1. Under AR 601-25, chapter 4, and pending recovery from illness or injury [enter applicable phrase, ie: final determination of your medical fitness] you are granted a deferral of [#of days] in reporting to your unit of assignment, which was ordered to active duty under [identify orders and effective date].
2. You are ordered to active duty and assigned to [parent organization] at [mobilization station] and will proceed there in sufficient time to report for duty on [date].
3. If you are physically unable to report at the conclusion of your authorized deferral period, you must notify your commanding officer before your scheduled reporting date. A statement of circumstances from your attending physician must accompany the notification.

[Signature block of unit commander]

CF:
Area Commander
State Joint Force HQ (ARNG units only)
Higher organization HQ

Figure 4–1. Format for unit deferral authorization

4-4. Responsibilities

The CG, HRC will—

- a.* Review requests for deferral from hospitalized members of the IRR.
- b.* Screen the records of members assigned to the Standby Reserve because of temporary medical disqualification. Deferral or exemption will be determined from review of the records and medical reports.

Section III

Partial Mobilization

4-5. Deferral or exemption

(See paragraph 4-2 for availability exceptions that apply to both partial and full mobilization.)

- a.* During a partial mobilization, RC members may be deferred or exempted from mobilization *only* under conditions shown in table 2-1 (rules 31 through 37). Depending on circumstances and needs of the nation and military service when a mobilization is authorized, HQDA may issue separate instructions authorizing deferral or exemption for other reasons.
- b.* Requests for deferral or exemption (under table 2-1, rules 32 and 33) from members of ARNGUS or USAR units will not be approved unless documentary evidence shows that the hardship arose since the most recent training assembly. (See paragraph 2-12*d*(2) for other documentary evidence required for personal and community hardship requests.) Under table 2-1, rule 33 (community hardship), the advice of the Chairman of the National Advisory Committee to the Selective Service System may be obtained during mobilization. This would occur in unusual cases that require assistance to determine the essentiality of an applicant.
- c.* See paragraph 2-5*c* for additional information on exemptions.
- d.* Individuals whose requests have not been approved or disapproved by the movement date and who have not received an administrative deferral from the appropriate approving authority will be required to report to AD.

4-6. Period of deferral

- a.* The deferral period will be computed from the date on which the applicant is initially designated to report for AD and normally will not exceed 30 days.
- b.* A maximum deferral of 60 days may be granted if justified by the merits of the case (see paragraph 4-8).
- c.* Requests for deferral exceeding 60 days will not be granted unless approved by the Chief, NGB, or the CG, HRC. (See paragraph 4-8.)
- d.* An administrative deferral may be granted if a decision on a request for deferral or exemption has not been finalized by the movement date (see table 2-1, rule 35). See paragraphs 4-5*d* and 4-8. Normally, a deferral of 30 days is adequate; however, a maximum deferral of 60 days may be granted in exceptional cases.

4-7. Application for deferral or exemption

- a.* A member requesting deferral or exemption will apply by letter (in triplicate) to the immediate commander under whose jurisdiction the member is assigned for control.
- b.* The reason for the request will be given. Also, the information and documentary evidence will be furnished as prescribed in table 2-1 and this section.
- c.* Members requesting exemption must sign a request for discharge (fig. 4-2).
- d.* The immediate commander will review the application and will ensure that complete information and documentary evidence is included before forwarding the application to the approving authority. An incomplete application will be returned to the individual with specific instructions for completion.
- e.* Each responsible agency will promptly process applications for deferral or exemption. As individual decisions are reached, the applicants will be notified as soon as possible. Every effort will be made to furnish the information to the member before the date of departure from home to comply with orders. Freely use mailgram procedures.



DEPARTMENT OF THE ARMY
ORGANIZATION
STREET ADDRESS
CITY STATE ZIP

SUBJECT: Request for Exemption from Involuntary Active Duty and Request for Discharge

FROM: [Member's Name, Grade, and SSN]

MEMORANDUM FOR [Commander having jurisdictional control]

1. Requesting an exemption from entry on involuntary active duty; all supporting documents are enclosed. My reason for requesting exemption is [list reason].
2. I understand that DA determines whether I am granted an exemption and that, based on my status and the merits of my case, I may be:
 - a. Concurrently discharged from the Army Reserve status. If I am eligible for transfer to the Retired Reserve I will be discharged from State Army National Guard status only.
 - b. Discharged from the USAR.
 - c. Transfer to USAR Control Group (Standby-Ineligible) until such time as the reason for exemption no longer exists. A member of the USAR Control Group (Standby-Ineligible) is not authorized to participate in Reserve training, earn retirement points, or receive Federal pay unless active military service is performed after transfer.
 - d. Granted a delay in lieu of exemption from entry on involuntary active duty.
 - e. I will maintain/update all contact information, address and phone number as outlined by HRC.
3. I agree and consent to the above conditions if my request is approved. If I am eligible, I can request transfer to the Retired Reserve in lieu of discharge.

[#] Enclosure(s)

[Signature]
[Date signed]

Figure 4-2. Format for request for exemption from involuntary active duty and request for discharge

4–8. Approving authority

Authority to grant deferral and exemption during a partial mobilization is assigned as follows:

a. Continental United States Army (CONUS) Commanders and State adjutants general may approve a deferral of 60 days or less for unit members under their jurisdictional control. The CG, HRC is the approval authority for members of the IRR and Standby Reserve.

b. The CG, HRC and the Chief, NGB may approve a deferral exceeding 60 days and a discharge for an obligated officer.

c. The CG, HRC, acting for HQDA, is the final authority for appeal of a denied request for deferral or exemption during mobilization except for control group members under HRC's jurisdiction. (See chap 6 for forwarding request.)

4–9. Responsibilities

CONUS Commanders, State adjutants general, and the CG, HRC, are responsible for deferral and exemption of members under their jurisdictional control. See paragraph 4–7e for necessity of prompt action in processing applications. Each headquarters will—

a. Convene a board of officers to consider applications and make recommendations.
b. Process requests for deferral of 60 days or less and furnish final decision to the applicant.
c. Inform each applicant of the right to appeal a denied request for deferral or exemption.
d. Forward to the approving authority, exceptional cases in which requests for more than 60 days are recommended for approval (see para 4–8).

e. Ensure that final action is taken on board-approved requests for exemption (see para 4–11).

f. Issue appropriate orders when deferral or exemption is granted (see AR 600–8–105).

4–10. Board of officers

A board of at least three officers will be convened to consider application for deferral and exemption and make recommendations. The provisions of AR 15–6 will not apply to these proceedings. Personal appearance before the board of officers is not authorized.

a. All applications for deferral or exemption, except those from high school students, will be considered by the board. High school students under age 20 may be deferred without board review by submitting documentary evidence of their student status.

b. When applications submitted by AMEDD personnel because of community hardship are evaluated, at least one member of the board must be an AMEDD officer.

c. The board will recommend approval or disapproval of all requests. Board approval of an application for exemption must also include a recommendation for removal from the Ready Reserve, either by transfer or discharge (see para 4–11). The board may recommend deferral in lieu of exemption, if in its opinion, a disapproved request for exemption warrants deferral.

4–11. Approved exemptions

a. *Disposition of personnel.* A member approved for exemption from entry on AD must be removed from current status as follows:

(1) A non-obligated member will be discharged unless the member is eligible and elects transfer to the Retired Reserve.

(2) An obligated member will be transferred to USAR Control Group (Standby–Ineligible). A member of this control group is not authorized to participate in Reserve training, earn retirement points, or receive pay from Federal funds unless the member serves on AD after transfer to Standby–Ineligible. (When determined to be in the best interest of the Service, the board may recommend that an obligated member be discharged.)

b. *Final action on board-approved requests.*

(1) State adjutants general will—

(a) Concurrently discharge enlisted personnel from the ARNG of the State and their Reserve of the Army status when recommended by a board of officers. Discharge officers from ARNG status only and transfer them to the USAR as prescribed in paragraph 4–11b(1)(b). The request for exemption from involuntary AD and request for discharge will be filed in the member's records (see fig 4–2).

(b) Discharge the member from the ARNG and transfer to the USAR when the board recommends discharge from the ARNG only. A copy of the orders directing discharge and transfer will be enclosed in the member's records and forwarded to HRC.

(2) The CONUS commander and HRC will—

(a) Discharge member from the USAR when recommended by a board of officers. (An obligated officer will not be discharged without prior approval of HQDA. Board proceedings and recommendations for an obligated officer will be forwarded to HRC.)

(b) Transfer member to Standby Reserve (Inactive) when the board recommends this action instead of discharge.

4–12. Deferral for temporary medical disqualification during partial mobilization

This paragraph covers a deferral for temporary medical disqualification during a partial mobilization (table 2–1, rules 34 and 37). For full mobilization, see section II, paragraph 4–3.

a. Deferral.

(1) *Request for deferral.* Deferrals will be requested by letter (in triplicate). Include the documentary evidence described in paragraph 5–2a and b.

(2) *Period of deferral.* The authorized period of deferral will be as recommended by the physician, subject to review by a designated representative of the AMEDD. Unit commanders are authorized to grant up to 30 days deferral to unit members who are sick or injured at home or at a hospital. Use the sample format shown in figure 4–1. See paragraph 4–12c(3) for additional deferral.

b. Temporary incapacitation. When a unit is in a *partial mobilization* alert status, members who are temporarily incapacitated for the following reasons will be processed as described in paragraph 4–12c.

(1) *Acute and chronic medical conditions requiring hospitalization or medical supervision.*

(2) *Wearing of casts.*

c. Processing of deferral.

(1) *Deferrals of 30 days or less.*

(a) The unit commander may authorize a deferral of 30 days or less. Authorization will be by letter in the sample format shown in figure 4–1.

(b) Send the original to the member and a copy to the State adjutant general or area commander. Place a copy in the member's AMHRR in accordance with AR 600–8–104. If the unit is ordered to AD as part of a battalion, brigade, or division, send an information copy of the deferral letter to higher organization headquarters as required by local directive.

(2) *Additional deferral.*

(a) If the member is physically unable to report to the unit at home or mobilization station at the end of the original deferral period, the member will notify the headquarters issuing the original deferral letter. Notification will be before the scheduled reporting date. A statement of circumstances by the attending physician must accompany the notifications.

(b) The unit commander will request an additional deferral from the State adjutant general or area commander (fig 4–3). Area commanders or State adjutants general may authorize deferrals of 60 days or less. Authorization will be by letter in the format shown in figure 4–4. The deferred member will remain assigned to the unit.

(c) When medical statements indicate serious illness or injury requiring prolonged treatment or convalescence in excess of 60 days, transfer the member to the Inactive Army National Guard (ING) under NGR 614–1 or to USAR Control Group (Standby).

(3) *Physical disability after date of entry on active duty.* If, after date of entry on AD, members are found to be unfit to perform their duties because of physical disability, process them under AR 635–40.

(4) *Report of sick and injured.* A unit commander will report each case of sickness or injury that is likely to prevent a member from accompanying the unit when it leaves the home station. The commander reports by forwarding a copy of the unit deferral authorization letter to the area commander (see fig 4–1). Report accidental injuries as described in AR 385–10.

(5) *Report of ill personnel who recover before leaving home station.* If a member of a unit was reported under 4–12c(4), but then recovers and is able to accompany the unit when it leaves the home station, the unit commander will report this immediately to the area commander, State Joint Force Headquarters and ARNGUS units. Use the sample letter format shown in figure 4–5.



DEPARTMENT OF THE ARMY
ORGANIZATION
STREET ADDRESS
CITY STATE ZIP

[Office Symbol]

[Date]

MEMORANDUM FOR [Appropriate CONUS commander, State AG or CG, HRC]

SUBJECT: Request for Additional Deferral for Sick or Injured Personnel

1. [Member's name, grade, and DoD ID#] will probably be unable to accompany this unit when it leaves the home station because of [enter applicable word, (sickness or injury)].
2. Member is at [name/address of hospital or home address]
3. Member was granted a deferral of [#] days by letter [letter information] on [date letter was effective].
4. Request additional deferral of [# of days] days be granted to [Members name] under the provisions of AR 601-25.

Encl

[List supporting doc]

[Signature block of unit commander]

CF:

Member concerned
Higher organization HQ

Figure 4-3. Format for request for additional deferral for sick or injured personnel



DEPARTMENT OF THE ARMY
ORGANIZATION
STREET ADDRESS
CITY STATE ZIP

[Office Symbol]

[Date]

SUBJECT: Deferral in Reporting to Active Duty (Medical)

TO: [Name, Grade, DoD ID#, and Address of Member]

1. Under AR 601-25, Chapter 4, and pending recovery of your [illness or injury], [final determination of your medical fitness] you are granted [#of days] deferral in reporting to your unit of assignment, which was ordered to active duty under [identify orders and effective date].
2. You are ordered to active duty and assigned to [unit] at [mobilization station] and will proceed there in sufficient time to report for duty on [date].
3. If you are physically unable to report at the conclusion of the approved deferral period, you must notify the above address before your scheduled reporting date. A statement of circumstances from your attending physician must accompany the notification.

FOR THE COMMANDER:

[SIGNATURE BLOCK]
[Approving authority]

CF:
[Unit of assignment]
[Unit's higher HQ]

Figure 4-4. Format for deferral authorization letter



DEPARTMENT OF THE ARMY
ORGANIZATION
STREET ADDRESS
CITY STATE ZIP

[Office Symbol]

[Date]

SUBJECT: Report on Return of Sick or Injured Personnel

TO: COMMANDER, (Appropriate CONUS Commander, State Joint Force Headquarters (ARNG), or CG HRC)

Commander
First United States Army
Fort George G. Meade, MD 20755-2500

(NAME, GRADE, DoD ID# OF Soldier) who was reported in letter (dated) as being unable to report for active duty with their unit of assignment and was granted a deferral of (#) days, has recovered and has joined this unit effective **(date)**. Member **(will accompany)** or **(has accompanied)*** unit of assignment to the mobilization site.

Signature block of Commander

Enclosure:
Copy of approved letter of deferral (Fig. 4-1 Format for unit deferral authorization)

CF:
Higher Organization HQ
State Joint Force Headquarters (ARNG)

Figure 4-5. Format for report on return of sick or injured personnel letter

Chapter 5

Peacetime Delay for Temporary Medical Disqualification

5–1. Temporary medical disqualification

a. Delay.

(1) Members who are temporarily medically disqualified (table 2–1, rules 15, 23, and 29) will be delayed from entry on AD, IADT, or RFD. (For enlisted personnel under rule 29, also see paragraph 3–2 that covers medical disqualification of alternate training program members.) See chapter 4 on delays for temporary medical disqualification during mobilization.

(2) Temporary medical disqualification occurs when evidence documents a medical defect or prolonged illness that is curable within 1 year. Determination of medical fitness or unfitness for entry on AD, IADT, or RFD is the responsibility of the designated representative of AMEDD.

(3) Individuals may not be delayed for temporary medical disqualification based solely on not meeting the procurement weight standards in AR 40–501. For disposition of enlisted members, see AR 135–178.

b. Period of delay and processing.

(1) The period of delay will be as recommended by the physician subject to review by a designated representative of the AMEDD. When the physician recommends a delay of more than 6 months but less than 1 year, USAR members will be transferred to the Standby Reserve. Members of the ARNG will be transferred to the ING.

(2) Personnel with permanent medical disqualification and temporary disqualification's that exceed 1 year will be processed for discharge.

5–2. Applications and documentary evidence

Applications will be in letter format (in triplicate). See table 2–1, rules 15, 23, and 29. Include the following documentary evidence:

a. Evidence to support alleged medical disabilities prepared by the health care specialist or a Report of Medical Examination (SF 88) completed at a military facility.

b. When the evidence is submitted by a civilian physician, the statement will include at least the following listed information (statements from civilian physicians are subject to review by a designated representative of the AMEDD):

- (1) Medical diagnosis.
- (2) Date of illness or injury.
- (3) Prognosis.
- (4) Statement as to whether the member is hospitalized and anticipated date of release.
- (5) The name and telephone number of the physician.

Chapter 6

Appeals

6–1. Eligibility

a. Applicants may appeal an unfavorable decision on a request for exemption or delay in entry on AD, RFD, or IADT. They may appeal to a higher headquarters for reconsideration if additional facts or evidence furnished warrant review of the case.

b. Appeal requests from MC and DC officers will be processed under this chapter.

6–2. Appeal procedures

a. Application. The application will give the reason for appeal and will include the additional evidence on which the appeal is based. An application will not be processed as an appeal unless the reason given on both the initial request (which was denied) and the appeal request are the same. If a different reason is given, the request will be processed the same as an initial request for delay or exemption.

b. Channels of appeal. Applications will be submitted to the immediate commander having jurisdictional control over the member. The immediate commander will carefully consider the facts on which the request is based. Also, the commander will procure any additional information necessary to determine the validity of the request. If any new factual material is added, the applicant will be afforded the opportunity to add a rebuttal. The record must show that this opportunity was given. The appeal request and pertinent records will be forwarded to the area commander or State adjutant general for consideration. If review is in favor of the applicant, the case will be returned to the unit commander. If review is not in favor of the applicant, the case will be forwarded to the appeal authority (see para 6–4).

6–3. Appeal board

The CG, HRC, will convene an appeal board to determine findings and will submit recommendations or denied requests for exemption or delay in entry on AD, RFD, or IADT. The board proceedings will be prescribed by the CG, HRC. (The provisions of AR 15–6 will not apply to these proceedings.) Personal appearance before the board is not authorized.

6–4. Appeal authority

a. HRC will consider appeal requests from members of the ARNGUS and USAR who are not under HRC jurisdictional control. State adjutants general will forward appeal requests and their recommendations through the Chief, NGB, to CNGB (ARNG–HRH), 111 South George Mason Drive, Arlington VA 22202–1373.

b. The Adjutant General will consider appeal requests from control group members under the jurisdictional control of HRC.

Appendix A

References

Section I

Required Publications

Unless otherwise stated, all publications are available on the Army Publishing Directorate website at <https://armypubs.army.mil/>.

AR 40–501

Standards of Medical Fitness (Cited in para 5–1a(3).)

AR 135–91

Service Obligations, Methods of Fulfillment, Participation Requirements, and Enforcement Provisions (Cited in para 3–2b(1).)

AR 135–100

Appointment of Commissioned and Warrant Officers of the Army (Cited in table 2–1.)

AR 135–101

Appointment of Reserve Commissioned Officers for Assignment to Army Medical Department Branches (Cited in table 2–1.)

AR 135–133

Ready Reserve Screening, Qualification Records System, and Change of Address Reporting (Cited in para 2–1c.)

AR 135–175

Separation of Officers (Cited in paras 2–1c.)

AR 135–178

Enlisted Administrative Separations (Cited in para 3–3g.)

AR 165–1

Army Chaplain Corps Activities (Cited in para 2–2b.)

AR 385–10

The Army Safety Program (Cited in para 4–12c(4).)

AR 600–8–104

Army Military Human Resource Records Management (Cited in para 4–12c(1)(b).)

AR 635–40

Disability Evaluation for Retention, Retirement, or Separation (Cited in para 4–12c(3).)

DA Pam 25–403

Army Guide to Recordkeeping (Cited in para 1–5.)

Section II

Related Publications

A related publication is merely a source of additional information. The user does not have to read it to understand this regulation. Unless otherwise stated, all publications are available on the Army Publishing Directorate website at <https://armypubs.army.mil/>.

AR 11–2

Managers' Internal Control Program

AR 15–6

Procedures for Administrative Investigations and Boards of Officers

AR 25–30

Army Publishing Program

AR 135–200

Active Duty for Missions, Projects, and Training for Reserve Component Soldiers

AR 351–3

Professional Education and Training Programs of the Army Medical Department

AR 600–8–105

Military Orders

AR 600–8–111

Army Mobilization, Manning, and Wartime Replacement Operations

AR 601–141

U.S. Army Health Professions Scholarship, Financial Assistance, and Active Duty Health Professions Loan Repayment Programs

AR 614–30

Overseas Service

DODI 1235.12

Accessing the Reserve Components (RC)

NGR 600–200

Enlisted Personnel Management (available at <https://www.ngbpmc.ng.mil/>.)

NGR 614–1

Inactive Army National Guard (available at <https://www.ngbpmc.ng.mil/>.)

Section III**Prescribed Forms**

Except where otherwise indicated, the following forms are available on the Army Publishing Directorate website (<https://armypubs.army.mil/>.)

DA Form 591

Application for Initial (Educational) Delay from Entry on Active Duty and Supplemental Agreement (Cited in paras 2–5a(3).)

DA Form 591E

ROTC Supplemental Service Agreement (Initial Educational Delay) (Cited in para 2–5a(3)(a).)

DA Form 591F

Early Commissioning Program (ECP) Student Supplemental Service Agreement (Postgraduate Delay) (Cited in paras 2–5a(3)(d).)

DA Form 591G

ROTC Supplemental Service Agreement for Special Medical Program Participants (Cited in para 2–5a(3)(b).)

DA Form 591H

ROTC Supplemental Service Agreement (Army Chaplaincy) (Cited in para 2–5a(3)(c).)

Section IV**Referenced Forms****DA Form 11–2**

Internal Control Evaluation Certification (Cited in para B–3.)

DA Form 2028

Recommended Changes to Publication and Blank Forms (Cited on title page.)

SF 88

Medical Record-Report of Medical Examination (Cited in para 5–2a.)

Appendix B

Internal Control Evaluation

B–1. Function

The function covered by this evaluation is the submission and processing of applications for delay in reporting for and exemption from AD, IADT, and Reserve forces duty.

B–2. Purpose

The purpose of this evaluation is to assist commanders in evaluating the key internal controls listed. It is intended as a guide and does not cover all controls.

B–3. Instructions

Answers must be based on actual testing of key internal controls (for example, document analysis, direct observation, sampling, and so forth.) Answers that indicate deficiencies must be explained and corrective action identified in supporting documentation. These internal controls must be evaluated at least once every 5 years. Certification that the evaluation has been conducted must be accomplished on DA Form 11–2 (Internal Control Evaluation Certification.)

B–4. Test questions

Yes answers to the listed questions indicate successful management controls. No answers indicate internal control deficiency or weakness.

a. Have applicants submitted a signed and dated DA Form 591 showing they are requesting initial delay from entry on active duty for training as ROTC cadets and including all data required by paragraph 2–5*a*?

b. Has the proper supplemental service agreement (DA Form 591E, DA Form 591F, DA Form 591G, or DA Form 591H) been filled out and filed with the DA Form 591 application with pertinent provisions of the early commission program?

c. Are all supplemental service agreements (DA Form 591E, DA Form 591F, DA Form 591G, or DA Form 591H) to DA Form 591 properly filed?

d. Have applicants been advised that they may submit any data they consider relevant with the application (paragraphs 2–1 and 2–5)?

e. Have unit commanders ensured that the applicants are retained in the unit after submitting an application and are so retained until the application is finally adjudicated?

f. Are all of the listed actions accomplished expeditiously?

g. Have the applicant's military records been examined to determine if application has been made for discharge under other Army regulations, for schools or other assignments and for other pertinent data?

B–5. Supersession

Not applicable.

B–6. Comments

Help make this a better tool for evaluating internal controls. Submit comments to DAPE–MP, 300 Army Pentagon, Washington, DC 20310–0300.

Glossary

Section I

Abbreviations

ACC

Army Competitive Category

AD

active duty

ADT

active duty for training

AIT

advanced individual training

AMEDD/ECP

Army Medical Department Personnel Early Commissioning Program

AMHRR

Army Military Human Resource Record

AR

Army regulation

ARIMS

Army Records Information Management System

ARNG

Army National Guard

ARNGUS

Army National Guard of the United States

BT

basic training

CG

commanding general

CNGB

Chief, National Guard Bureau

CONUS

continental United States

DA

Department of the Army

DC

Dental Corps

DCS

Deputy Chief of Staff

HPSP

Health Professions Scholarship Program

HQDA

Headquarters, Department of the Army

HRC

Human Resources Command

IADT

initial active duty for training

ING

Inactive Army National Guard

IRR

Individual Ready Reserve

JAGC

Judge Advocate General's Corps

JFHQ

Joint Force Headquarters-State

MC

Medical Corps

MJC

military junior college

MOS

military occupational specialty

MSC

Medical Service Corps

NGB

National Guard Bureau

OADO

officer active duty obligor

OCONUS

outside the continental United States

REQUEST

Recruit Quota System

RFD

reserve forces duty

ROTC

Reserve Officers' Training Corps

SRO

Senior Responsible Officer

SSI

specialty skill identifier

TJAG

The Judge Advocate General

TPU

troop program unit

TSG

The Surgeon General

USACC

U.S. Army Cadet Command

USAR

U.S. Army Reserve

USARC

United States Army Reserve Command

Section II

Terms

Appeal

An individual's request for reconsideration of a denied request for delay or exemption from AD, IADT, or RFD.

Deferral

The postponement of AD that is either time based or conditions based. Once the time or condition no longer exists, the member is subject to a call to AD.

Delay

The postponement of AD, IADT, or RFD.

Exemption

Total relief from the requirement to report for AD, IADT, or RFD.

Full mobilization

Pursuant to 10 USC 12301(a), mobilization in time of war or national emergency declared by Congress of all Reserve Component units in the existing force structure, including all individual, standby, and retired Reservists, and the resources needed for their support. Congress permits full mobilization in those situations requiring the expansion of the Regular Army to meet the requirements of a war or other national emergency declared by Congress. Reserve Component units, members, and retirees may be ordered to active duty for the period of the emergency plus 6 months thereafter.

Full-time course instruction

Not less than 9 semester hours of graduate studies (excluding enrollment in night school or extension courses), or the institution's certification of enrollment in a full-time course of instruction, whichever is the lesser academic requirement.

Graduate studies

Study at the graduate level after attaining a bachelor's or first degree.

Guaranteed Reserve Forces Duty

A contract which guarantees that an officer will serve on RFD only for the period required to complete the branch officer basic course.

Health Professionals

Individuals who are pursuing a degree in medicine, osteopathy, dentistry, veterinary medicine, nursing (B.S.N.), dietetics, physical therapy, occupational therapy, and specialties that apply to appointment in the Medical Service Corps or who are participating in AMEDD officer procurement programs.

Immediate Family

The spouse, divorced spouse, a child under age 18 (biological, legally adopted, step, or foster); parent, grandparent, brother, or sister (under age 18); or a person of any age who is physically or mentally handicapped and whose support the member has assumed in good faith.

Medical specialist registrant

An allied health officer with unique skills coming from one of four health professions: occupational therapist, physical therapist, dietician, and physician assistant.

Mobilization

The process by which the military Services or part of them are brought to a heightened state of readiness for war or other national emergency. This includes activating all or part of the Reserve Components as well as assembling and organizing personnel, supplies, and materiel.

Officer procurement programs

Officer procurement programs include officers appointed from the ROTC program, officers approved for participation in AMEDD procurement programs, ROTC and MJC graduates commissioned early in the ARNG or USAR, and officers commissioned in the USAR to prepare for the Army chaplaincy.

Partial mobilization

Mobilization by the President of not more than one million Ready Reservists for no longer than 2 years, pursuant to 10 USC 12302, and the resources needed for their support to meet the requirements of a war or other national emergency involving an external threat to the national security or of a domestic emergency.

Regular Army

The component of the Army that consists of persons whose continuous service on active duty in both peace and war is contemplated by law, and of retired members of the Regular Army.

Reserve Forces Duty

Serving on initial active duty for training to complete a resident Basic Officer Leaders Course.

Reserve of the Army

A member of either the Army National Guard (ARNG) or Army Reserve (USAR) that may be in an Active Status in either the Selected Reserves (SELRES), the Individual Ready Reserves (IRR), or in an Inactive Status, as a member of the Standby Reserve, to include the Inactive National Guard (ING), or a member of the Retired Reserves. (SEE 10 USC 101(c) and 10 USC 10141 – definition is stitched together from these Statutes).

Seasonal employment

Employment that is not continuously active or not at peak operation during the entire calendar year.

Section III**Special Abbreviations and Terms**

This section contains no entries.

UNCLASSIFIED

PIN 004350-000