

**WARRANT OFFICER  
640A VC APPOINTMENT APPLICATION CHECKLIST FOR FY 2013 ACCESSIONS**

NAME: \_\_\_\_\_  
(Last, First, MI)

AKO E-MAIL ADDRESS: \_\_\_\_\_ Day Phone: \_\_\_\_\_

SSN: \_\_\_\_\_ AOC: \_\_\_\_\_

CORPS:  VC APPLICATION FOR:  AD  USAR

**Basic Requirements - 640A: IAR MILPER MESSAGES 12-056 & 12-068**

- Must be E5 (P) or higher & ALC (BNCOC) Graduate. RC NCO's may request a waiver for MOS track phase of ALC
- \*MOS: 68R, 68S PMOS minimum of 5 yrs in MOS; -AC-\*\*TIS: 60-144 mo AFS as of date of application to the board
- GT score of 110 or higher; -minimum 60 SH college or an AA/AS Degree (Official transcripts must be sent to board from academic institution);
- \*5 Year Min requirement in feeder MOS (68R, 68S) may be waived to 4 years for SSG/SFC with prior service in other MOS. Max TIS waivers possible under special Special Considerations RC Applicants: See MILPER Message for special considerations, exceptions for USAR positions.
- MOS waivers are also possible under special circumstances as outlined in MILPER MESSAGE

**APPOINTMENT  
ORIG – COPIES – FORM/DOCUMENT**

**BOARD  
ORIG – COPIES – FORM/DOCUMENT  
(Place USAREC form on top of TAB 7)**

**TAB 1. Application Documents**

\_\_\_ 1 1 Basic Application Memo with  
Endorsement from CDR  
(VC only)

**TAB 7. Professional and Credentialing Documents**

\_\_\_ 1 1 DA Form 61  
\_\_\_ 1 1 CV or Resume  
\_\_\_ 1 0 Official Photo within past 12 months

**TAB 2. Statements of Vacancy and Understanding**

\_\_\_ 1 1 DA Form 160 (AD Only)

**TAB 8. Education Documents**

\_\_\_ 1 1 Transcripts (Showing completion of an Associate Degree or higher from a US accredited institution, also successful Completion of a college writing class).  
\* NOTE-Official transcripts MUST be sent in a sealed envelope from academic institution directly to US Army Accessions Command. (POC Address for official transcripts is in MILPER Message). Attach a copy of all transcripts with packet that is submitted to the board.

**TAB 3. Verification of Citizenship and EPSQ**

\_\_\_ 1 1 PSC statement verifying local records check  
\_\_\_ 1 1 Verification of security clearance from unit

**TAB 9. Professional Evaluations and Recommendations**

\_\_\_ 1 1 Commander's Letter of Recommendation  
\_\_\_ 3 1 3-Letters of Recommendation (VC – at least one from a Field Grade Veterinary Corps Officer, or Public Health Officer or a Senior 640A (CW3-CW5) Letters must be sent directly to board by recommending officer. (POC Address for letters in MILPER Message). Attach a copy of letters of recommendation to packet.

**TAB 4. Required Service Statement**

\_\_\_ 1 1 DA Form 3575

**TAB 10. Prior Service Records**

\_\_\_ 0 1 DD Form 214\*, DD Form 215, or NGB Form 22  
\_\_\_ 0 1 ERB or DA Fms 2-1 and 2A  
\_\_\_ 0 1 NCOERs (VC- last 4 only)

**TAB 5. Record of Medical Examination and Health History**

\_\_\_ 1 1 DD Form 2807-1, DD Form 2808, initial DAT and HIV results

**TAB 11. Additional Forms and Documents for Board Members**

\_\_\_ 1 0 Statement of Motivation and Intent (Must be hand-written, legible, one page only, dated and signed)

**TAB 6. Additional Forms and Documents**

**Legend:** \*DD Form 214 must have separation code

Completed By: \_\_\_\_\_  
Signature \_\_\_\_\_