

TITLE 32 AGR APPLICATION CHECKLIST (*Enlisted*)

*****INCOMPLETE APPLICATION MAY NOT BE ACCEPTED*****

LAST NAME:

RANK:

SSN:

DAYTIME PHONE:

EMAIL:

CURRENT STATUS (SELECT ONE):

VACANCY ANNOUNCEMENT #

PACKET SEQUENCE AND DOCUMENT REQUIREMENTS (*Packets not containing all documentation IAW guidance below may not be considered*)

1. ____ NGB Form 34-1 dated Nov 2013 (Application for AGR Position: <http://www.ngbpdc.ngb.army.mil/forms/Adobe/ngbf34-1.pdf> must be complete with original signature)
2. ____ ERB containing **ASVAB scores** (Certified Copy) IAW NGR 600-5. If your ASVAB scores are not reflected on the ERB, then a copy of one of the following is required: DD 1966 or Re-Enlistment Eligibility Data Display (REDD) Report for ASVAB scores. **Include a copy of Armed Forces Classification Test (AFCT) Results Memorandum if most current and accurate ASVAB scores are not reflected on requested documentation**
3. ____ Individual Medical Readiness (IMR) Report from MEDPROS with last Physical Health Assessment (PHA) within **12 months**. It is important that you print the report, not the webpage screen. (Log into AKO, My Medical Readiness Status, View Detailed Information, IMR Record)
4. ____ Copies of all DD Form 214's (MEMBER -4) / NGB 22's showing all prior service
5. ____ NGB Form 23-B (Retirement Points History Statement - If current member of the National Guard)
6. ____ DA Form 1506 (Statement of Service) if DD 214 or NGB Form 23-B is not available
7. ____ **E-6 and above** – official DA photograph. **E-5 and below** – a digital photo in OCPs/ASUs is acceptable. See AR 640-30 for examples
8. ____ DA Form 705 (APFT) May 2013 current within **6 months** if AGR and FTNGD-OS, or within **1 year** if M-day in accordance with AR 350-1, Appendix F, Para F-5
9. ____ **All** - Memorandum stating height and weight compliance to the President of the Board. Include a DA Form 5500 (Males) or 5501 (Females) if applicant does not meet table screening weight. All must be signed by either a unit Readiness NCO, First Sergeant, or Commander and dated within **6 months** of applying
10. ____ Copy of last **five** DA 2166-8 (NCOERs), all pages, front and back. If new E-5 or below, it is suggested to include a letter of recommendation
11. ____ Current **Washington AGR** Soldiers applying need a memorandum from the full time chain of command endorsing your application (BN Admin Officer, MSC Enlisted Manager and MSC Admin Officer)
12. ____ Memorandum of explanation for missing documentation (if applicable). Examples include **missing evaluations**, Security Clearances older than **10 years**, and **incomplete data** on Record Briefs