

PERSONNEL ACTION

For use of this form, see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: Title 5, Section 3012; Title 10, USC, E.O 9397.

PRINCIPAL PURPOSE: Used by soldier in accordance with DA PAM 600-8-21 when requesting a personnel action on his/her own behalf (Section III).

ROUTINE USES: To initiate the processing of a personnel action being requested by the soldier.

DISCLOSURES: Voluntary. Failure to provide social security number may result in a delay or error in processing of the request for personnel action.

1. THRU (Include ZIP Code) HQ, Cadet Command ATTN: Green to Gold 204 1 st Cavalry Regiment Rd, BLDG 1002 Fort Knox, KY 40121	2. TO (Include ZIP Code) US Army Human Resource Command ATTN: KNOX-HRC-EPF-A 1600 Spearhead Division Ave Fort Knox, KY 40122	3. FROM (Include ZIP Code) Soldier's Unit
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SECTION I - PERSONAL IDENTIFICATION

4. NAME (Last, First, MI) DOE, John M.	5. GRADE OR RANK/PMOS/AOC SPC/68W	6. SOCIAL SECURITY NUMBER 000-00-0000
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SECTION II - DUTY STATUS CHANGE (AR 600-8-6)

7. The above soldier's duty status is changed from _____ to _____ effective _____ hours, _____

SECTION III - REQUEST FOR PERSONNEL ACTION

8. I request the following actions: (Check as appropriate)

Service School (<i>Enl only</i>)	Special Forces Training/Assignment	Identification Card
ROTC or Reserve Component Duty	On-The-Job Training (<i>Enl only</i>)	Identification Tags
Volunteering for Overseas Service	Retesting in Army Personnel Tests	Separate Rations
Ranger Training	Reassignment Married Army Couples	Leave - Excess/Advance/Outside CONUS
Reassignment Extreme Family Problems	Reclassification	Change of Name/SSN/DOB
Exchange Reassignment (<i>Enl only</i>)	Officer Candidate School	<input checked="" type="checkbox"/> Other (<i>Specify</i>)
Airborne Training	Asgmt of Pers with Exceptional Family Members	Training Service Obligation Waiver

9. SIGNATURE OF SOLDIER (When required)	10. DATE
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SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)

1. IAW AR 614-200, chapter 4-6, Soldiers must meet the service-remaining requirements for selected schools and fulfill the service remaining requirement upon completion of course.
2. Soldier requests a Training Service Obligation (TSO) Waiver for attendance/acceptance into the Green to Gold Program and to fulfill a new service obligation as a commissioned officer.
3. Soldier's MOS training was _____ weeks in length (DD/MM/YYYY), requiring _____ months of active duty service.
4. The following information is provided:
 - a. BASD: _____
 - b. ETS: _____
 - c. DOB: _____
 - d. Requesting Separation Date: (DD/MM/YYYY) (cannot be more than 30 days prior to school start date) (Scholarship applicants only)

SECTION V - CERTIFICATION/APPROVAL/DISAPPROVAL

11. I certify that the duty status change (Section II) or that the request for personnel action (Section III) contained herein -

HAS BEEN VERIFIED
 RECOMMEND APPROVAL
 RECOMMEND DISAPPROVAL
 IS APPROVED
 IS DISAPPROVED

12. COMMANDER/AUTHORIZED REPRESENTATIVE TYPE/PRINT Commander's Signature Block	13. SIGNATURE	14. DATE
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