

# Waiver Documentation, Approval Authority, & Flow Chart Waiver Matrix

GREEN TO GOLD WAIVER FLOWCHART	Waiver Approval level				Document required to process waiver												
	ROTC Battalion	ROTC Brigade Commander	USACC, CG	HQDA or HRC	Request for Waiver (Memorandum)	Request for Waiver DA 4187	Court records indicating charges, plea, and/or findings	Family Care Plan	Court Order	Affidavit	CC 104-R	CC 174-R	DD 785	TRANSCRIPT	STP/ERB	Endorsement recommending approval from the PMS and Brigade Commander	Endorsement recommending approval from the PMS and Approval from Brigade Commander
<b>Type of Cadet Action</b>																	
<i>Age Waivers Scholarship ADO (Less Than 37)</i>			X		X						X	X		X	X		X
<i>Age Waivers Scholarship ADO (37 - 40)</i>			X		X						X	X		X	X	X	
<i>Age Waivers Scholarship ADO (40+)</i>				X	X						X	X		X	X	X	
<b>Civil Conviction - Minor Traffic</b>																	
-fine less than \$250 (6 or more within 12 months)		X			X		X			X	X	X		X	X		X
-fine more than \$250		X			X		X			X	X	X		X	X		X
-fine of \$100 or more per offense, plus other adverse adjudication (6 or more within 12 months) or (10 or more in previous 3 years)		X			X		X			X	X	X		X	X		X
<b>Civil Conviction-Minor Non-Traffic</b>																	
-fine less than \$250		X			X		X			X	X	X		X	X		X
-fine over \$250		X			X		X			X	X	X		X	X		X
<b>Civil Conviction - Minor Traffic &amp; Non-Traffic</b>																	
Any adverse disposition that included a sentence of jail/confinement/detention, even if suspended			X		X		X			X	X	X		X	X	X	
Minor Traffic and Non-Traffic Civil Convictions - any adverse disposition that included a sentence of jail/confinement/detention. Other misdemeanors. Misconduct (Convictions for felonies or offenses that involve moral turpitude)			X		X		X			X	X	X		X	X	X	
<b>Civil Conviction - Serious Misconduct</b>				X	X		X			X	X	X		X	X	X	
<b>College Board Score (ACT/SAT)</b>			X		X						X	X		X	X	X	
<b>Cumulative Grade Point Average (CGPA)</b>			X		X						X	X		X	X	X	
<b>Re-enrollment</b>		X			X						X	X	X	X	X		X
<b>Dependency Waivers (Electronic):</b>																	
More than 3 dependents		X			X						X	X		X	X		X
Dual Military/Dual ROTC		X			X			X			X	X			X		X
Non-Custodial parent (child support only)		X			X				X		X	X		X	X		X
**Sole parent/Joint Custody			X		X			X	X		X	X		X	X	X	
<b>Exceptions to Policy</b>																	
AFS 10 to 15 years			X			X					X	X		X	X		
AFS over 15 years			X			X					X	X		X	X	X	
Training Service Obligation				X		X					X	X		X	X	X	
Time In Service (less the 2 years)				X		X					X	X		X	X	X	