

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.
DISCLOSURE: 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)	2. TO (Include ZIP Code) Office of the Chief of Transportation ATTN: ATZF-OCT-P (Enl Proponency) 705 Read Street Fort Eustis, VA 23604-5407	3. FROM (Include ZIP Code) Unit Commander
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SECTION I - PERSONAL IDENTIFICATION

4. NAME (Last, First, MI)	5. GRADE OR RANK/PMOS/AOC	6. SOCIAL SECURITY NUMBER
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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 action: (Check as appropriate)

Service School (Enl only)	Special Forces Training/Assignment	Identification Card
ROTC or Reserve Component Duty	On-the-Job Training (Enl only)	Identification Tags
Volunteering For Oversea 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 (Enl only)	Officer Candidate School	X Other (Specify) Request for Aptitude Area Score Waiver
Airborne Training	Asgmt of Pers with Exceptional Family Members	

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

1. Request waiver for ___ score for MOS 88.
 (fill in the blanks with the appropriate Aptitude Area (GM, MM, OF, CL) and MOS (88H, K, L, M, N, P, T, U).
 2. (use one of the following statements and fill in the blank:)
 MOS 88H requires Soldiers possess a GM score of 88 or higher. Soldier currently has a GM score of ____.
 MOS 88K requires Soldiers possess a MM score of 97 or higher. Soldier currently has a MM score of ____.
 MOS 88L requires Soldiers possess a MM score of 102 or higher. Soldier currently has a MM score of ____.
 MOS 88M requires Soldiers possess a OF score of 85 or higher. Soldier currently has a OF score of ____.
 MOS 88N requires Soldiers possess a CL score of 97 or higher. Soldier currently has a CL score of ____.
 MOS 88P requires Soldiers possess a MM score of 97 or higher. Soldier currently has a MM score of ____.
 MOS 88T requires Soldiers possess a MM score of 87 or higher. Soldier currently has a MM score of ____.
 MOS 88U requires Soldiers possess a MM score of 92 or higher. Soldier currently has a MM score of ____.
 (scores derived from DA PAM 611-21, dated 31 MAR 99, and DA-REP MESSAGE 02-004, dated 3 JAN 02)
 3. Date the ASVAB was taken: _____
 4. PULHES:
 5. Command fully supports this request and certifies that the Soldier has not been involved in any misconduct actions and has remained within the height/weight standards outlined in AR 600-9 for the past six months.
 6. POC for this action is: Name, telephone and email of Career Counselor.
 Attach a copy of Soldier's ERB

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 Unit Commander signature block	13. SIGNATURE	14. DATE (YYYYMMDD)
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