

Department of the Army
Headquarters, U.S. Army Cadet Command
1st Cavalry Regiment Road
Fort Knox, Kentucky 40121-5123

USACC Regulation 145-6

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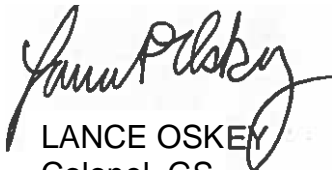
Reserve Officers' Training Corps

ARMY ROTC GREEN TO GOLD POLICY

FOR THE COMMANDER:

OFFICIAL:

JOHN R. EVANS, JR
Major General, U.S. Army
Commanding



LANCE OSKEY
Colonel, GS
Chief of Staff

History. This publication is an administrative revision. The portions affected by this administrative revision are listed in the summary of change.

Summary. This regulation provides guidance, policy criteria, and procedures for the successful conduct of recruiting activities with Regular Army military populations. This regulation supersedes ROTC Cadet Command Regulation 145-6, dated 20 September 2011.

Applicability. The provisions of this regulation applies to members of U.S. Army Cadet Command and active-duty Soldiers pursuing an officer commission via this program. It is provided to other DA agencies outside Cadet Command.

Proponent and Exception Authority. The proponent for this regulation is the USACC Director, RMID.

Army Management Control Process. This regulation does not contain management control provisions.

Supplementation. Supplementation of this regulation is prohibited.

Suggested Improvements. Send comments and suggested improvements on **DA Form 2028** (Recommended Changes to Publications and Blank Forms) through channels to the HQCC, ATTN: ATCC-ROI, Fort Knox, KY 40121-5123

Distribution. Distribution of this regulation is intended for HQ USACC and its subordinate units. Distribution is in electronic format only.

Summary of Changes

USACC Reg 145-6
Army ROTC Green to Gold Policy

Replaced in all Chapters: G2 with RMID

Replaced in all Chapters: ROTC Battalion Commanders with Professor of Military Science

Replaced in All Chapters: ROTC Battalion with ROTC Program

Changed 1-4 from History to Mission

Changed 1-5 from Organization to Responsibilities

Deleted Chapter 1-6 (Responsibilities)

Deleted Chapter 1-7 (Army Education Center)

Deleted Chapter 1-8 (Retention NCOs)

Deleted Chapter 2 (Establishing Positive Relationships with Army Installations)

Deleted Chapter 3 (Advertising and Prospect Management)

Combined Chapters 4 (Submission of Application), 5 (Soldiers Separation Eligibility Criteria), and 6 (Active Duty Option) to form Chapter 2 (G2G Program Options and Eligibility)

In Chapter 2: removed references to submitting paper Green to Gold applications to HQCC. Added instructions for applying online

Added Chapter 3 (Application and Selection Process)

Moved Chapter 7 (Notification Procedures and Administrative Disposition Criteria) to Chapter 4 (Administrative Disposition upon Selection)

Moved Chapter 8 (Training) to Chapter 5

Moved Chapter 9 (Accessions Options) to Chapter 6

Added Chapter 7 (Out-processing of Commissioned Green to Gold Participants)

Added Chapter 8 (Green to Gold Dis-Enrollments, Releases, and Extensions)

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Chapter 1, Introduction

1-1. Purpose

This regulation prescribes policies and general procedures for administering the Army's Senior Reserve Officers' Training Corps (ROTC) Green to Gold (G2G) Program.

1-2. References

See [Appendix A](#) for required and related publications.

1-3. Explanation of Terms

See the Glossary for abbreviations and special terms used in this regulation.

1-4. Mission

The G2G Program identifies Enlisted Soldiers in the Regular Army (RA) with officer potential and enables them, through ROTC, to attend college, complete Army Officer Commissioning requirements, and compete for officer assignments.

1-5. Responsibilities

a. Headquarters, Cadet Command (HQCC):

(1) Assign staff and command responsibilities at the Headquarters and Brigade levels.

(2) Provide command supervision of Program cadre in the performance of duties outlined in this regulation.

(3) Process all waivers that require Commanding General, United States Army Cadet Command (USACC), approval.

(4) Forward all waivers that require adjudication outside of USACC.

b. Recruiting, Marketing, Incentives Division (RMID):

(1) Recruiting Division will supervise command participation in the G2G Program; provide for coordination between Department of the Army (DA), Deputy Chief of Staff for Personnel (G-1) and ROTC Counterpart Programs to ensure responsiveness of the G2G Program; and ensure assignment of an ROTC Counterpart Program to each Army installation ([Appendix B](#)).

(2) Marketing Division will provide media materials, recruiting publicity items, press releases, and success stories to help promote the program.

(3) Incentives Division will process all G2G scholarship and ADO applications to determine eligibility. They will communicate with applicants on missing items, waiver requirements, and status of their applications. The Scholarship Branch will conduct the national G2G scholarship selection board in accordance with USACC Reg 145-1.

c. Brigade Headquarters:

(1) Assign staff responsibility for supervision of the G2G Program at Army installations and oversight of Counterpart ROTC Programs activities. Counterpart ROTC Program Recruiting Operations Officers (ROO) will: coordinate on a regular basis to share good ideas and resolve problems where responsiveness of assigned Programs of Choice may be less than desirable and update HQCC with changes to assigned Counterpart ROTC Programs at [Appendix B](#) as required.

(2) Identify and request support from installation commanders for the ROTC Counterpart Programs' G2G efforts. Where necessary, visit installation commanders and review the G2G Program with them.

(3) Update Cadet Command Headquarters with changes to assigned ROTC Counterpart Programs at [Appendix B](#) as required.

d. ROTC Counterpart Programs:

(1) Appoint one or more G2G Representatives and establish positive relationships with assigned Army installations ([Chapter 2](#)).

(2) Prepare and sign a Memorandum of Agreement with the installation commander. [Appendix C](#) is an example memorandum; however, programs are encouraged to amend as required.

(3) Actively recruit at Army installations to locate Soldiers with Scholar-Athlete-Leader (SAL) attributes and present them with the appropriate information; receive referrals from the installation's chain of command, retention community, and the Army Education Center (AEC).

(4) Refer a potentially qualified Soldier who has demonstrated a positive intent to enroll in college and Army ROTC to the ROTC program at the Soldier's college of choice. Utilize Army ROTC Prospect Referral Form (**CC Form 155-R**) to process these referrals ([Appendix D](#)).

(5) Contract all scholarship and non-scholarship Soldiers for enlistment in the U.S. Army Reserve (USAR) with assignment to USAR Control Group (ROTC) prior to discharge. This entails verifying all eligibility requirements to include required waivers are approved with the ROTC Program of Choice. Date of such contract is the day following discharge. Discharge orders will not be issued to the Soldier until completion of the contract of enlistment in the USAR with assignment to USAR Control Group

(ROTC). Discharge date will be no earlier than 30 days prior to the start of the first semester in which the Soldier will be participating in Army ROTC.

(6) Establish a working relationship with the local Transition Center to ensure all Soldiers discharged IAW AR 635-200 Chapter 16-2 are tracked by the Counterpart Program.

e. ROTC Program of Choice:

(1) Contact Soldier referrals immediately upon receipt to determine if the Soldier is eligible for the desired program IAW [Chapter 2](#) of this regulation and **AR 145-1**, Chapter 3.

(2) Evaluate the G2G applicant's qualifications and potential to become an effective Army officer. Include a statement of the evaluation in a Letter of Acceptance to the Soldier. A sample memorandum is found in [Appendix E](#).

(3) Redirect referrals to a new ROTC Program of choice when a Soldier indicates a change in his/her college of choice. Utilize Army ROTC Prospect Referral Form (**CC Form 155-R**) to process these referrals ([Appendix D](#)).

(4) Review the documentation of Non-Scholarship Soldiers separating under **AR 635-200**, Chapter 16, to ensure they meet the eligibility criteria for enrollment and contracting prior to discharge. [Chapter 2](#) of this publication provides requirements for separation, and [Appendices F](#) and [G](#) provide checklists. **Do not issue a letter of acceptance until all eligibility requirements are met.** Attach copies of approval memorandums for all required waivers and attach a copy of the Department of Defense Medical Examination Review Board (DODMERB) qualification letter. Ensure Soldiers who applied for, but were not offered a scholarship, are reevaluated on all criteria, and issue a new PMS letter certifying Non-Scholarship eligibility.

(5) Coordinate the status of prospect referrals and recruiting activities with the referring Counterpart ROTC Program. Provide a courtesy copy of any acceptance letters and eligibility verification (**CC Form 139-R**) to the Counterpart Program.

(6) Process all required waivers

Chapter 2, G2G Program Options and Eligibility

2-1. General

Qualified Soldiers can participate in the G2G program utilizing one of three options. These options are: Active Duty Option (ADO), Scholarship Option (to include Commander's Hip Pocket), and Non-Scholarship Option. RMID will verify eligibility of ADO and Scholarship applicants. PMSs will verify eligibility of Non-Scholarship applicants.

2-2. Scholarship

The G2G Scholarship Option is available to eligible Enlisted RA Soldiers who desire to receive educational financial assistance while pursuing their commission. There are 2-, 3- and 4-year opportunities available based upon the number of years required to complete degree requirements. Scholarship winners are discharged from the RA. To be eligible for separation, the Soldier must meet the requirements for separation from active-duty as referenced below. (Sample discharge packet at [Appendix F](#)).

a. Meet the separation criteria outlined in AR 635-200, Chapter 16, scholarship eligibility requirements listed in AR 145-1, Chapter 3 and other prerequisites for ROTC enrollment established by Cadet Command. RMID, Incentives will verify eligibility prior to awarding a scholarship.

b. To be eligible for separation to participate in Army ROTC through the G2G Scholarship Program, the Soldier's scholarship application packet must verify the following:

(1) United States citizenship or U.S. National.

(2) Appointment eligibility in the USAR or RA as a commissioned officer under the provisions of AR 135-100 and AR 135-101.

(3) Completion of at least 2 years Time in Service (TIS) in the RA on his or her initial enlistment but less than 10 years total time in service at the time of discharge.

(4) Completion of three months of RA for every one month of specialized training received as of the date of enrollment into the program in addition to the TIS requirement. (This includes language training, critical Military Occupational Skill (MOS), or Additional Skill Identifiers (ASI) received. Training Service Obligations (TSO) are served concurrently; the most recent service obligation for specialized training may not be based on the most recent course attended. Longer duration ASI/SQI courses may have service obligations that override a shorter but more recent course.) Soldiers on their second and subsequent enlistment must complete three months of RA for every month of the most recent specialized training received. (See calculator [Appendix H](#)).

(a) Submission of TSO and/or TIS waiver if required. The Soldier must submit the request for waiver through HQCC to HRC with the application. HQCC will forward the TSO waiver requests to HRC (see sample at [Appendix J](#)).

(b) HQCC will not consider Soldiers currently scheduled to attend an approved reclassification MOS training school until a request for cancellation of the approved reclassification MOS training has been processed and approved by the proper approval authority.

(c) Additional information from HRC can be obtained by visiting:
<https://www.hrc.army.mil/EPMD/Enlisted%20to%20Officer%20Programs>

(5) Is under 31 years of age on 31 December of the calendar year they complete all requirements for a commission and a college baccalaureate degree. This is a statutory requirement and there are no waivers authorized.

(6) Completed the required amount of college work or academic placement credit from the institution the Soldier desires to attend. Four-year scholarship applicants must be academic Freshmen; three-year scholarship applications must be academic sophomore; two-year scholarship applications must be academic juniors and graduate students must complete any prerequisites and be fully accepted into the graduate program.

(7) Favorable recommendations from the chain of command (Company and Battalion level Commanders) which addresses the Soldier's qualifications (e.g., leadership potential, appearance, personal conduct, military record, and aptitude for further military training and service as an officer). This will be recorded on USACC Form 174-R.

(8) Scored 110 or higher on the General Technical (GT) Aptitude Area of the Army Classification Battery. Waivers are not authorized

(9) Minimum ACT score of 19 or SAT score of 1000 (920 or greater if test was taken prior to 1 March 2016). Applies to 4-year scholarship applicants.

(10) Graduated high school or the equivalent.

(11) A minimum cumulative grade point average (CGPA) of 2.5 on a 4.0 scale on all completed college work. Four-year scholarship applicants must have a CGPA of 2.5 on a 4.0 scale on high school work (use of weighted GPA is not authorized). Applicants who earned a GED will be assigned a 2.5 CGPA.

(12) Letter of acceptance from the ROTC PMS at the institution where the Soldier is seeking enrollment. The letter must state the Soldier is accepted into the ROTC program, academic status, and the start date of the school term. (See [Appendix E](#).)

(13) No Uniform Code of Military Justice (UCMJ) or civil conviction actions pending.

(14) Pass a physical examination in accordance with **AR 40-501** and determined to be medically qualified by DODMERB. The physical must also be annotated to show the date of the last drug and alcohol test (any positive test precludes entry into the ROTC program).

(15) No more than three dependents, including spouse; not a sole parent unless the child or children of such applicant is placed in the custody of the other parent, or adult relative or legal guardian by court order; not married to a service member with one or more dependents under age 18. Waivers are authorized.

(16) No financial hardship.

(17) Pass the Army Physical Fitness Test (APFT) with a minimum total score of 180 (60 points in each category, alternate events are not authorized). Additionally, the Soldier must also meet the height and weight standards listed in **AR 600-9**.

(18) Eligible to reenlist.

(19) No moral or personal conviction which will prevent the applicant from supporting and defending the Constitution of the United States against all enemies, foreign and domestic, and conscientiously bearing arms.

(20) Secret or higher security clearance. Soldiers without a clearance must provide a memo from their unit's security manager's office which states the individual has a favorable closed Tier-3 (T3), Tier-5 (T5), Single Scope Background Investigation (SSBI), or National Agency Check Local and Credit (NACLC) investigation.

2-3. Active Duty Option

The G2G ADO program is available to eligible Enlisted RA Soldiers with sufficient academic credit accepted by a college/university that applies toward their degree completion and are academically aligned to complete their degree requirements in 4 semesters/6 quarters. ADO winners remain in the RA. The requirements for participation in the G2G ADO Program are as follows: (Sample Notification letter is at [Appendix K](#).)

a. The Soldier must meet the eligibility requirements outlined in AR 145-1, Chapter 3. RMID, Incentives will verify eligibility prior to notification of winners to HRC.

b. The Soldier's scholarship application packet must verifying the following:

(1) United States Citizenship.

(2) Appointment eligibility in the RA as a commissioned officer under the provisions of AR 135-100 and AR 135-101.

(3) Completion of at least 18 months TIS in the RA upon entry into the program, but less than 10 years of AFS at the time of commission (these dates will vary from one institution to another. Therefore, applicants who may be disqualified under this section will be carefully checked for eligibility).

(4) Favorable recommendations from the chain of command (Company and Battalion level Commanders) which addresses the Soldier's qualifications (this will be recorded on USACC Form 174-R, US Army ROTC Green to Gold ADO Program Application).

(5) Under age 30 prior to meeting commissioning requirements (Waivers are authorized).

(6) A minimum of 48 months remaining in RA upon entering the program (Soldiers who do not meet the Service Remaining Requirement (SRR) for this program must be processed IAW AR 601-280, Paragraph 4-6, before complying with orders directing movement to Student Detachment, Fort Jackson, SC).

(7) Scored 110 or higher on the General Technical (GT) Aptitude Area of the Army Classification Battery. (Waivers will not be considered.)

(8) Minimum CGPA of 2.5 on a 4.0 point grading system on all previous college work completed.

(9) Pass Army Physical Fitness Test (APFT) and achieved at least a score of 180 or higher with a minimum of 60 points in each event within the last six months (No alternate event(s) authorized). Must also meet height/weight requirements outlined in AR 600-9.

(10) Two academic years remaining (four semesters/six quarters) as a full time student as indicated on CC Form 104-R (Planned Academic Program Worksheet). Summer semesters are authorized but must not interfere with Advanced Camp attendance. Transfer hours accepted by the school of attendance must be included on CC Form 104-R, Block 5.b, as credits applied towards the degree being pursued. This information must be confirmed by the school's administration through an official evaluation of all official transcripts.

(11) Seventy-five percent of scheduled classes must be taken in a classroom environment. (Exceptions to Policy are considered depending on program requirements).

(12) Letter of acceptance from the Professor of Military Science (PMS) providing acceptance into the Army ROTC program. The letter must also verify the Soldier has been accepted to the university, the academic status, and the start date of the school term. The PMS Letter of Acceptance will be submitted after board selection during phase II of the process. Contact the PMS at the institution in order to receive this letter.

(13) Secret or higher clearance. Soldiers without a clearance must provide a memo from their unit's security manager's office which states the individual has a favorable closed Tier-3 (T3), Tier-5 (T5), Single Scope Background Investigation (SSBI), or National Agency Check Local and Credit (NACLC) investigation.

(14) Medical qualification IAW AR 40-501, Chapter 2, for participation in the ROTC program as determined by DoDMERB, the agency responsible for reviewing physicals.

(15) No more than three dependents, including spouse; is not a sole parent unless the child or children of such applicant is placed in the custody of the other parent, or adult relative or legal guardian by court order; is not married to a service member with one or more dependents under age 18, (waivers are authorized).

2-4. Non-scholarship

The G2G Non-scholarship option is available to RA Soldiers who have earned sufficient academic credit to be accepted by their college of choice as an academically aligned junior or graduate. Non-scholarship participants are discharged from the RA. Requirements for separation and immediate enrollment as a non-scholarship cadet are as follows (sample discharge packet at [Appendix G](#)):

a. Meet the basic ROTC eligibility requirements listed in AR 145-1, Chapter 3, Section I, paragraphs 3-5 through 3-12 and any other prerequisites for ROTC enrollment prescribed by AR 145-1 or established by U.S. Army Cadet Command. The ROTC Program of choice must verify the applicant meets all eligibility for enrollment (IAW AR 145-1 and USACC Pam 145-4) and discharge (IAW AR 635-200, Chapter 16-2) prior to issuing a letter of acceptance.

b. The Soldier's scholarship application packet must verifying the following:

(1) United States citizenship or U.S. National.

(2) Appointment eligibility in the USAR or RA as a commissioned officer under the provisions of AR 135-100 and AR 135-101.

(3) Completion at least 2 years TIS in the RA on his or her initial enlistment but less than 10 years of total time in service at the time of discharge. TIS waivers will be sent through Cadet Command and approved by HRC (see sample at [Appendix J](#)).

(4) Completion of three months of RA for every one month of specialized training received as of the date of enrollment into the program, in addition to the TIS requirement. This includes language training, critical Military Occupational Skill (MOS), or Additional Skill Identifiers (ASI) received. Service obligations are served concurrently; the most recent service obligation for specialized training may not be based on the most recent course attended. Longer duration ASI/SQI courses may have service obligations that override a shorter but more recent course. Soldiers on their second and subsequent enlistment must have completed three months of RA for every month of the most recent specialized training received. (See calculator [Appendix H](#)).

(a) If the Soldier requires a TIS and/or TSO waiver(s), Soldiers must submit the waiver request through Program of Choice to HRC. (See sample at [Appendix J](#)).

(b) HQCC will not consider Soldiers currently scheduled to attend an approved MOS reclassification school until a cancellation request of the training has been approved by the proper approval authority.

(c) Additional information from HRC can be obtained by visiting:
<https://www.hrc.army.mil/EPMD/Enlisted%20to%20Officer%20Programs>

(5) Under age 30 prior to meeting commissioning requirements (Waivers are authorized).

(6) Two academic years remaining (four semesters/six quarters) as a full time student as indicated on CC Form 104-R (Planned Academic Program Worksheet). Summer semesters are authorized but must not interfere with Advanced Camp attendance. Transfer hours accepted by the school of attendance must be included on CC Form 104-R, Block 5.b, as credits applied towards the degree being pursued. This information must be confirmed by the school's administration through an official evaluation of all official transcripts.

(7) Favorable recommendation from the immediate commander commenting on the Soldier's qualifications, e.g., leadership potential, appearance, personal conduct, military record, and aptitude for further military training and service as an officer. A favorable endorsement or recommendation by the field grade commander is also required.

(8) Scored 110 or higher on the General Technical (GT) Aptitude Area of the Army Classification Battery. Waivers will not be considered.

(9) Minimum of CGPA of 2.5 on a scale of 4.0 on all college work completed.

(10) Letter of acceptance from the ROTC PMS at the institution where the Soldier is seeking enrollment. The letter must state that the Soldier meets all eligibility criteria IAW AR 145-1, is accepted into the ROTC program as an MSIII Cadet, and is academically aligned as a junior or graduate, and the start date of the school term.

(11) No UCMJ or civil conviction actions pending.

(12) Medical qualification IAW AR 40-501, Chapter 2, for participation in the ROTC program as determined by DoDMERB, the agency responsible for reviewing physicals.

(13) No more than three dependents, including spouse; is not a sole parent unless the child or children of such applicant is placed in the custody of the other parent, or adult relative or legal guardian by court order; is not married to a service member with one or more dependents under age 18. Waivers are authorized.

(14) Passed the Army Physical Fitness Test (APFT) with a minimum total score of 180 (60 points in each category, alternate events are not authorized). The Soldier must be within the height and weight standards listed in AR 600-9.

(15) Eligible to Reenlist.

(16) Secret or higher security clearance. Soldiers without a clearance must provide a memo from their unit's security manager which states the individual has a favorable closed Tier-3 (T3), Tier-5 (T5), Single Scope Background Investigation (SSBI), or National Agency Check Local and Credit (NACLC) investigation.

2-5. Waiver Authority and Procedures

Requests to waive eligibility criteria must be submitted on DA Form 4187. DA 4187s must be digitally signed.

a. The eligibility criteria in paragraphs [2-2](#) through [5-4](#) are the minimum for an applicant to be considered for selection for the Army ROTC G2G program.

b. Each request for waiver must contain the required documentation and recommendation or approval by the proper approval authority. The list of required documents and approval authority is listed in [Appendix I](#).

Chapter 3, Application and Selection Process

3-1. Application

a. Applications for the G2G ADO and Scholarship (to include Hip Pocket) are completed online through a user account.

(1) Applicants must have a GoArmy account to access the G2G application portal. Applicants can create an account at <http://www.goarmy.com/careers-and-jobs/current-and-prior-service/advance-your-career/green-to-gold.html>. Once the account is created applicant must complete the application located at: https://gtg.usarmyrotc.com/dana-na/auth/url_3/welcome.cgi.

(2) To submit the completed application the Soldier must follow the instructions online and upload the required documents outlined on the GoArmy ROTC web site (List of required/optional documents at [Appendix L](#)).

b. Only applications in a Board Ready Status will appear before the selection board.

c. ADO applicants may not apply to schools where they are currently assigned as staff members.

d. Division and Corps Commander Hip Pocket Scholarship Program procedures are outlined in [Appendix M](#).

e. Applicants for the G2G Non-Scholarship program must contact their ROTC Program of Choice for specific requirements needed to apply.

3-2. Selection

Selection for the National Scholarship and Active Duty options is conducted in two phases.

a. Selection for the National Scholarship and Active Duty options is conducted in two phases.

(1) Phase one consists of submitting all board required documents, appearing before the Selection Board, and being placed on an Order of Merit List (OML). From this OML the most qualified Soldiers are identified and moved to Phase two.

(2) Phase two consists of getting selected Soldiers administratively and medically qualified for participation in the program.

(3) Once a Soldier has successfully completed Phase two, his/her Company Commander will be notified and given a fully qualified letter for the applicant to sign and return.

b. Selection for the Non-scholarship lies solely with the PMS

c. Soldiers who were not selected for a G2G Scholarship may reapply in the next open application period.

Chapter 4, Administrative Disposition Upon Selection

4-1. General

a. Scholarship Option. Winners of the 2-, 3-, or 4-year G2G Scholarship or the Commander's Hip Pocket scholarship may apply for early discharge under the provisions of AR 635-200, Chapter 16-2c. Applications will be carefully processed and qualifications verified before discharge. HQCC will verify applicant is fully qualified for enrollment in the program before issuing a Winner Letter. Once the Soldier is issued a Winner Letter, the ROTC Program of Choice, along with the Counterpart Program, will ensure the Soldier's discharge results in enlistment in the USAR Control Group (ROTC) and execution of the Army Senior ROTC Scholarship Cadet Contract, DA 597-3 (a sample discharge packet is at [Appendix F](#)).

b. Active Duty Option. USACC Incentives Division will initiate final clearance from HRC for Soldiers selected to participate in the G2G ADO. HRC will give final clearance

for those selected to participate. Soldiers will be required to meet the 48-month service remaining requirement (SRR) before complying with orders directing movement to the Student Detachment, Fort Jackson, SC. Soldiers will execute a memorandum of agreement upon arrival to school. Soldiers are NOT separated from RA to participate in this option. Soldiers are required to in-process with Student Detachment immediately upon arrival to the university. Early reporting is NOT authorized.

c. Non-scholarship. Soldiers who qualify for enrollment in the Non-Scholarship option may apply for early discharge under the provisions of AR 635-200, Ch. 16-2c. Personnel in this category must be processed carefully to verify their qualification before discharge. The PMS has the responsibility to ensure qualifications prior to issuing a Letter of Acceptance. The Soldier will enlist in the USAR Control Group (ROTC) and execute the Army Senior ROTC Non-Scholarship Cadet Contract, DA Form 597. ([Appendix G](#)).

4-2. Counterpart Program Review of Documentation

a. Counterpart Programs will review the documentation for all Soldiers separating (Scholarship and Non-Scholarship option) under AR 635-200, Chapter 16, to ensure they meet the qualifications for ROTC prior to discharge.

b. A sample discharge packet is contained in [Appendix F](#) for Scholarship Option, and [Appendix G](#) for Non-Scholarship Option.

c. Counterpart Programs will coordinate with Transition Points at the installation(s) they serve to ensure that a DA Form 597 (Army Senior ROTC Non-Scholarship Cadet Contract) or DA Form 597-3 (Army ROTC Scholarship Cadet Contract) is completed for each separating Chapter 16 Soldier. A counterpart program officer normally completes the form.

d. The counterpart program officer representative will be authorized by the PMS at the gaining program to swear-in and to contract the separating Soldier on his/her behalf. A thorough, coordinated review of separation documentation, official swearing in, and contracting at the separating point will reduce instances of processing error and permit Cadet Command to expeditiously recall to active duty those few who fail to satisfy the terms of their contracts.

e. The Soldier's discharge from Active Army status to enter the Army ROTC program is dependent upon immediate enlistment in the USAR Control Group (ROTC). This is done on DA Forms 4-1 and 4-2. A discharge is effective the day preceding the enlistment in the USAR Control Group (ROTC).

f. The Soldier may not enlist in an USAR Troop Unit (TPU) directly from active-duty. Non-Scholarship Cadets may enlist in a TPU through coordination with the university upon arrival in order to participate in the Simultaneous Membership Program (SMP), but

will not be provided a Guaranteed Reserve Forces Duty (GRFD) control number and may therefore be ineligible for certain state or federal tuition assistance.

g. The Soldier's OMPF file will be forwarded to the gaining ROTC program.

h. The processing of any required waivers is the responsibility of the gaining ROTC program for non-scholarship option. The Counterpart Program will ensure that all required waivers are complete prior to contracting or will refer the Soldier to the gaining program for completion. At no time will a Soldier be contracted prior to meeting all eligibility requirements including all waivers.

4-3. Education Benefits

Public Law, AR 621-5, and AR 621-202 requires all separating Soldiers be counseled on their earned educational benefits. Army Education Centers (AEC) are responsible for this counseling. Soldiers must clearly understand their benefits given their individual service and transitioning situation. If participating in the GI Bill Program, they must be made aware of the minimum enlistment time required in order to qualify for these education benefits. There have been instances where transitioning Soldiers did not understand these requirements and were denied benefits upon applying to the Veterans Administration. Recoupment of an unearned bonus to include student loan repayment is not required if the Soldier is separated to permit acceptance into a program leading to a commission. The entitlement to additional unpaid bonus will be terminated. Tuition Assistance is not authorized for ADO Soldiers.

4-4. Deferment Procedures

a. Applicants

(1) Soldiers who submit a G2G application packet and subsequently receive PCS orders may submit a DA Form 4187 requesting a deferment of orders until the results of the scholarship board are released. Soldiers should not be misled into thinking the ROTC program has priority over their current/pending assignment or has authority over the Soldier's chain of command. Such requests are reviewed on a case-by-case basis and there is no guarantee of approval.

(2) DA Form 4187 requesting deferment will be submitted through normal command channels.

(3) If a DA Form 4187 requesting deferment is disapproved, the Soldier's command may contact Department of the Army Deletions and Deferments Branch at COMM (502) 624-5936 DSN 464-5936 to appeal the disapproval.

(4) DA Deletions and Deferments Branch will contact HQCC to determine the Soldier's eligibility for the program. DA has the final approval/disapproval for the deferment.

b. Soldiers who are selected for Phase two in the G2G ADO or Scholarship program and are unable to resolve any administrative and/or medical conditions by the projected start date of school can request to defer participation for one semester. Request must be submitted to HQ, Cadet Command in memorandum format from the Soldier to HQ, Cadet Command.

4-5. In-Processing Procedures Upon Arrival at School

a. Scholarship and non-scholarship winners must present their winner letter and any other correspondence received from HQCC to the Professor of Military Science when they enroll in college.

b. ADO winners must present their notification letter, orders, and any other correspondence received from HQCC to the Professor of Military Science on the report date on their orders. Upon receipt of the above documentation the Soldier must execute a Memorandum of Agreement (MOA) ([Appendix N](#)). The MOA must be maintained in the Soldier's Official Military Personnel File (OMPF). Additionally, they must complete an in-processing packet, available on the US Army Student Detachment website at <http://usasd.armylive.dodlive.mil/green-to-gold-2/>.

Chapter 5, Training

5-1. General

a. G2G Scholarship, non-scholarship, and ADO option participants are required to attend Advance Camp.

b. ADO Participants are not authorized to participate in Cultural Understanding and Learning Proficiency (CU&LP).

c. ADO Participants are required to follow the accountability procedures IAW USASD policy and their ROTC Programs during Academic Breaks.

5-2. Advance Camp Attendance

a. Scholarship and non-scholarship winners are authorized to be deferred from attending Advance Camp with approval from the Brigade Commander.

b. ADO Participants are not authorized to be deferred from attending Advance Camp without approval of the CG, USACC. The only reason for a deferral is a medical condition which would prevent completion of Advance Camp.

Chapter 6, Accession Options

6-1. Green to Gold Scholarship Option

Individuals may request either Active or Reserve Component. The DA/ROTC Selection and Branching Board will make the final determination.

6-2. Green to Gold Non-Scholarship Option

Individuals may request either Active or Reserve Component. The DA/ROTC Selection and Branching Board will make the final determination.

6-3. Green to Gold Active Duty Option

Individuals will be accessioned onto RA. Soldiers will not be discharged to participate in Reserve Forces (USAR/ARNG). The DA/ROTC Selection and Branching Board will make the final branch determination. Soldiers will not be authorized to participate in the Educational Delay program, nor will he/she be allowed to participate in CU&LP/Cultural Learning Incentive-Pay (CLIP) programs.

Chapter 7, Out-processing of Commissioned Green to Gold Participants

7-1. Green to Gold Scholarship and Non-Scholarship

The general commissioning policies and procedures outlined in AR 145-1 will be followed upon graduation and commissioning.

7-2. Green to Gold ADO

a. DA Form 1059-1, Civilian Institution Academic Evaluation Report.

(1) The PMS is required to provide an objective and comprehensive evaluation of the rated Soldier's performance on the DA Form 1059-1.

(2) The form is an evaluation of the Soldier's performance and accomplishments while participating in the ADO program.

(3) The time period covered is counted as nonrated time on NCOERs covering the same period.

(4) This form and official transcripts are the only documents which officially reflect a student's performance while in school. Therefore, it is important for students to ensure proper preparation and timely submission for inclusion into their OMPF. Failure to do so may result in negative consequences for students as they are considered for promotion or for selection to higher level military schooling.

(5) The DA Form 1059–1 will be prepared in accordance with AR 623–3 before a student leaves school.

(6) All sections must be completed ensuring Section II states— (See [Appendix O](#))

(a) That the degree has been awarded.

(b) Date awarded.

(c) Full title of degree, including major and minor (if applicable), & area of study.

(d) Comments on the student’s academic performance.

(e) Weight, height (YES/NO), and physical fitness test result (PASS/NON–PASS with Month/Year).

(7) Transcripts. One copy of student’s official transcripts showing the degree conferred must be included with the DA Form 1059–1.

(8) The student is responsible for authorizing school officials to release official transcripts. On completion of Section II, the HRA will electronically submit the DA Form 1059-1, DA 71 and transcript to Commander, HRC (AHRC-OPL-L) using iPERMS.

b. Leave. Leave credit will be carried forward into commissioned officer service. Leave will not extend beyond the officer’s BOLC report date. The sale of leave is not authorized IAW DOD FMR Volume 7000, 7A, Chapter 35.

c. Separation from prior service. One day before appointment, USASD will close the Soldier’s records and prepare a discharge certificate. A discharge certificate will not be given to the Soldier until the oath of office to commission has been taken.

d. Upon Soldier meeting course and program requirements, HQCC will publish an accession order ordering the Soldier to RA as a 2LT. The order will further assign the Soldier to their next permanent duty station upon completion of BOLC. Because of the training scheduling for BOLC, ADO Soldiers will be placed into an attached status to their respective ROTC Program awaiting travel to their TDY locations and subsequent PCS to their gaining duty station.

e. To ensure these personnel are properly accessed onto the Army’s personnel and finance systems as a 2LT, the following packet must be assembled by the Soldier’s ROTC Program and submitted within 24 hours of commissioning via fax to the Fort Jackson Student Detachment for Processing, **(803) 751-5390**, ATTN: Green To Gold Out processing: (see [Appendix P](#)).

(1) Accession Order published by Cadet Command and available through CCIMM.

Uniform Allowance. Make sure all sections are filled out and the following two options are circled: "Initial Uniform Allowance AD in excess of 90 days" AND "R Uniform Allowance"

(2) SF 71 (Oath of Office)

(a) Fill out Blocks 1-8, 10 & 13. Do not need to fill out Block 9 or 12.

- If married to a civilian or divorced, a copy of the marriage certificate must be provided and need a date in Block 8 (3). Ensure Blocks 1-8, 10 and 13 are filled out. Block 10 must be current physical address.

- If married to a RA member, ensure Blocks 1-8, 10 and 13 are filled out. Ensure Blocks 8 (1) and 8 (2) are filled out with spouse's SSN and duty station. Ensure Block 10 is filled out with current physical address.

- If Soldier married while on PCS leave, a copy of marriage certificate must be provided. Ensure Blocks 1-8, 10 and 13 are filled out. Ensure block 10 is filled out with current physical address. Ensure Block 13 is signed and dated.

- If Soldier is single, ensure Blocks 1-8, 10 and 13 are filled out. Ensure block 10 states "Self" and type/write in current physical address.

(b) Only the Soldier signs this form. Signatures are not required in Blocks 15 and 16; these blocks are only for finance.

(3) DA Form 4187 (Authorization for COLA), if applicable, based upon unit location.

f. Upon receipt of these documents the Student Detachment will forward the required documents to the Fort Jackson Transition Center for issuance of the Soldier's DD Form 214 and separation orders.

g. Upon receipt of the DD Form 214 and separation orders, Student Detachment will then forward a pay packet consisting of all of the required documents to the Fort Jackson DMPO for processing the Soldier's Pay account as a 2LT.

h. Pay inquiries (DA Form 2142) regarding the status of the Soldier's pay will be faxed to the respective Region S1 Finance Technician stating the nature of the inquiry and must include the date the above required documents were submitted to Fort Jackson. The region finance technician will research the inquiry in the Military Pay System (DJMS) and send the response back to the unit Human Resource Assistant (HRA). If the pay inquiry cannot be answered by the Region finance technician, then the finance technician will fax the pay inquiry to the Fort Jackson Student Detachment for processing through the Fort Jackson DMPO. **Note:** *These personnel will not show on the Unit Commander's Finance Report (UCFR) while in an attached status. Any*

request for pay changes, i.e. Allotments, will need to be processed through the Fort Jackson Student Detachment and forwarded to the Fort Jackson DMPO for processing.

i. Upon successful transition from enlisted to officer in the Military Pay System and eMilpo, the Brigade S1 eMilpo Clerk will attach the Soldier to the respective ROTC Program for accountability on the AAA-162. The Soldier will be attached for rations, quarters, administration, and UCMJ for the period shown on their orders. In order to facilitate the processing of this transaction, the ROTC unit will fax an Arrival/Departure sheet to the Brigade S1 eMilpo Clerk with a copy of the orders within 24 hours of the Soldier's commissioning. Upon departure from the unit, an Arrival/Departure sheet must be submitted within 24 hours to the Brigade S1 eMilpo Clerk with a copy of the orders and unit clearance memo signed by the PMS releasing the Soldier from attachment and removal from the AAA-162.

Chapter 8, Green to Gold Dis-Enrollments, Releases, and Extensions

8-1. Green to Gold Scholarship and Non-Scholarship

The dis-enrollment policies and procedures outlined in AR 145-1 and USACC Pam 145-4 will be followed upon discovery of a condition or fact which warrants disenrollment from the ROTC program.

8-2. Green to Gold ADO

ADO Soldiers must maintain eligibility. Failure to maintain the eligibility requirements below will result in removal from the program and immediate re-assignment.

- a. A G2G ADO program Soldier may be removed from the program for:
 - (1) Failure to maintain a CGPA of 2.0 or higher.
 - (2) Failure to complete degree in the time allotted (21 consecutive months).
 - (3) Failure to meet height/weight standards IAW AR 600-9.
 - (4) Failure to pass a record APFT (will be administered every six months).
 - (5) Misconduct as defined by **AR 145-1** Para 3-43 (12).
 - (6) Lack of aptitude as defined by **AR 145-1** Para 3-43 (13).
 - (7) Undesirable character as defined by **AR 145-1** Para 3-43 (14).
 - (8) Indifferent attitude as defined by **AR 145-1** Para 3-43 (15).

(9) Change in medical condition which makes the Soldier ineligible to commission.

b. If an ADO Soldier is removed from the program at any time after enrollment, the established SRR will remain in effect and the Soldier will be reassigned immediately based upon the needs of the Army.

c. An ADO Soldier who has been notified they will be removed from the program may provide mitigating reasons to the appropriate Brigade Commander. These reasons must be in writing and must be initiated within **seven (7)** days of notification of possible removal. The Brigade Commander will determine if removal packet is forwarded after review of the mitigating reasons submitted by the Soldier. CG, USACC will make the final determination based upon the removal packet, Brigade Commander's recommendations, and any mitigating factors provided in writing by the Soldier.

(1) PMS Responsibilities:

(a) Construct recommendation of release memorandum (see [Appendix Q](#))

(b) Notify ADO participant in writing of his/her intention to initiate RELEASE from the G2G program and return the Soldier to RA in an Enlisted Status (notification must state reason for recommended release).

(c) Allow ADO participant a chance to rebut or issues of mitigation in writing.

(d) Obtain a copy of all documentary evidence, which supports release request.

(e) Obtain copy of MOA the ADO participant signed upon arrival.

(f) Obtain a copy of ADO participant's most current transcript.

(g) Package all above referenced documents in the order of listing and forward to BDE CDR for review and recommendation.

(2) Brigade Commander's Responsibilities:

(a) Review Release packet.

(b) Construct memorandum concurring or non-concurring with PMS's recommendation (see [Appendix Q](#))

(c) Place BDE CDR's memorandum on top of Release Packet and forward to USACC (RMID).

(3) DA Form 1059-1 - Civilian Institution Academic Evaluation Report.

(4) The PMS is required to provide an evaluation of the rated Soldier's performance on the DA Form 1059-1.

(5) Unsuccessful completion or early removal from the program for poor performance or UCMJ-related reasons is considered adverse and the DA Form 1059-1 will reflect this. Exceptions are made for persons who, through no fault of their own (for example, medical or compassionate reasons), fail to complete a course.

8-4. Green to Gold ADO Extension

The ADO program is designed to be completed in 21 months. Failure to graduate on time may result in the Soldier's removal from the ADO program.

a. BDE Commanders may approve extensions for up to 24 months.

(1) If BDE Commander approves extension, a copy of the approval memo must be forward to HQCC (RMID) prior to Soldier going beyond 21 months in the ADO program.

(2) If BDE Commander disapproves extension, a request for release must be forwarded to HQCC (RMID). See paragraph 8-2 above.

b. USACC CG is the approval authority for extensions beyond 24 months.

(1) BDE must submit requests for extension to HQCC (RMID) prior to the Soldier going beyond 24 months in the ADO Program.

(2) HQCC (RMID) will forward request to USACC CG for adjudication.

(3) HQCC (RMID) will return approved waivers to BDE. If CG denies request, BDE will be notified and request for release must be completed. See paragraph 8-2 above.

Appendix A -- Reference

Section I – Required Publications

AR 40-29

Medical Examination of Applicants for United States Services Academies, Reserve Officer Training Corps (ROTC)

AR 145-1

Senior ROTC Program: Organization, Administration and Training

AR 40-501

Standards of Medical Fitness

AR 600-9

The Army Weight Control Program

AR 601-280

Army Retention Program

AR 635-200

Active Duty Enlisted Administrative Separations

USACC Reg 145-1

Army ROTC Scholarship Policy, Administrative and Procedural Instructions

USACC Reg 145-4

Marketing, Advertising and Publicity to Support Enrollment

USACC Pam 145-4

Enrollment, Retention and Disenrollment Criteria, Policy and Procedures Guide

USACC Form 174-R

U.S. Army ROTC Green to Gold Program Application

Green to Gold Scholarship Option Program Information Booklet

Green to Gold Active Duty Option Program Information Booklet

Section II – Prescribed Publications

AR 351-5

United States Army Officer Candidate School College Scope

Section III – Prescribed Forms

DA Form 71

Oath of Office

DA Form 5960

Authorization to Start, Stop or Change BAQ and/or VHA

DA Form 4187

Personnel Action

DA Form 2142

Pay Inquiry

Appendix B -- Counterpart Programs Listing

Post	ROTC Battalion	Telephone
Aberdeen Proving	Morgan State Univ	(443) 885-3264
Alaska (All Installations)	Univ Of Alaska	(907) 474-7501
APO AP	8th Bde	(253) 477-3581
APO-AA	Campbell University	(910) 893-1590
APO-AE	Campbell University	(910) 893-1590
Ft Belvoir, VA	George Mason University	(703) 993-2707
Ft Benning, GA	Columbus State	(706) 568-2058
Ft Bliss, TX	Univ of Texas at El Paso	(915) 747-6692
Ft Bragg, NC	Campbell University	(910) 893-1590
Ft Buchanan, PR	U/Puerto Rico-Rio Piedras	(787) 764-0000x7653
Ft Campbell, KY	Austin Peay State Univ	(931) 221-6149
Ft Carson, CO	U Of Co At Colorado Springs	(719) 255-3520
Joint Base M-D-L	Rutgers Univ	(732) 932-7313x11
Ft Drum, NY	Syracuse Univ	(315) 443-8233
Joint Base Langley-Eustis	College Of William and Mary	(757) 221-3600
Ft Gordon, GA	Georgia Regents Univ	(912) 706-4647
Ft Hood, TX	Tarleton State University	(254) 616-3493
Ft Huachuca, AZ	University Of Arizona	(520) 621-1078
Fort Irwin, CA	Claremont McKenna College	(909) 621-8102
Ft Jackson, SC	Univ Of South Carolina	(803) 777-3639
Ft Knox, KY	University of Louisville	(502) 852-7902
Ft Leavenworth, KS	University Of Kansas	(785) 864-1109
Ft Lee, VA	Virginia State Univ 3rd Bde	(804) 524-5537
Ft Leonardwood, MO	3rd Bde	(847)688-3328x112
Joint Base Lewis-McChord	8th Bde	(253) 477-3581
Ft Rucker, AL	Auburn University	(334) 844-5641
Ft McPherson, GA	Georgia Inst Of Tech	(404) 894-9938
Ft Meade, MD	Bowie State	(301) 860-3563
Joint Base Myer-HH	Georgetown Univ	(202) 687-7008
Ft Polk, LA	NW Louisiana State	(318) 357-5177
Ft Riley, KS	Kansas State Univ	(785) 532-6754
Ft Detrick, MD	McDaniel College	(410) 857-2723
Ft Sam Houston, TX	Univ Of TX At San Antonio	(210) 458-4622
Ft Sill, OK	Cameron University	(580) 581-2344
Ft Stewart, GA	Georgia Southern Univ	(912) 478-0040
Hawaii (All Installations)	University Of Hawaii	(808) 956-7766
Redstone Arsenal, AL	Alabama A&M	(256) 372-5775
White Sands MR, NM	New Mexico State Univ	(575) 646-4030

Appendix C -- Sample Installation Memorandum of Agreement

(Appropriate Letterhead)

MEMORANDUM OF AGREEMENT BETWEEN INSTALLATION COMMANDER, FORT XXXXXXX, XX AND ROTC COUNTERPART PROGRAM

1. Purpose. The purpose of this MOA is to build a mutually supporting program between the Fort XXXXX installation and the US Army Cadet Command counterpart program in identifying quality Soldiers with officer potential and in assisting them in transition from the Regular Army to a college ROTC program. The intent is to promote close and mutually supporting coordination at the lowest level possible of both commands.

2. Background. Operation Green to Gold evolved from the DA DCSPER Transition Management Program that was designed to assist regular Army personnel as they transition from their initial tour of duty. Initially, region commanders were required to establish direct coordination between ROTC programs and Army Transition (separation transfer) Points. In June 1987, this focus shifted from Transition Points to Army Education Centers (AECs). In October 1987, the focus was once more shifted from AECs to the chain of command.

3. Need. A clearly defined program is needed to promote closer coordination between the installation and the ROTC program to ensure that quality Soldiers with officer potential are made aware of and given the opportunity to participate in the Green to Gold program.

4. Responsibilities. The Fort XXXXXXX installation will provide:

a. An installation project officer who is responsible for the program, keeps the commander informed, and coordinates for installation publicity through garrison newspapers and television/radio programs. This project officer coordinates through installation agencies so ROTC cadre will have access to commander and first sergeant courses, Officer Professional Development, Non-commissioned Officer Professional Development, separating Soldiers, and the NCO Academy.

b. Cooperation of AEC, career counselors, and commanders.

c. Access to and assistance in identification and referral of enlisted Soldiers.

d. Office space to work from and counsel prospective Soldiers.

Appendix C -- Sample Installation Memorandum of Agreement (continued)

5. US Army Cadet Command Counterpart Program will provide:

a. A project officer who will be available to conduct regularly scheduled briefings to attendees at commanders' and first sergeants' courses, newcomers' and separation briefings, and the NCO Academy.

b. Available advertising materials to the garrison and the media representatives.

c. Green to Gold briefings to the AEC director and counselors, post Adjutant General Officer who processes Officer Candidate School applications, IN/OUT processing center director, and the separation transfer point officer in charge.

d. Green to Gold packets geared to the audience; Soldiers get information on program benefits, supervisors get information on enrollment procedures, applicable Army regulations and contact information, and counselors get information on scholarships and enrollment standards.

e. Quarterly report to the installation commander of Soldiers referred.

6. Resources. This program will be managed to minimize administrative workload by using current policies and procedures and in place programs. No additional personnel are authorized.

7. This MOA is effective upon signature and will be implemented immediately.

PMS Signature
PMS Signature Block
(date)

Installation Commander Signature
Installation Commander Signature Block
(date)

Appendix D -- ROO Zone Instructions for Army ROTC Prospect Referral

To refer a prospect the ROO must first click on the “People” tab and select “Lists”. Once selected all leads come up that the school is tracking. Select the “Refer to” button next to the prospect that needs to be referred.

Once selected the “Refer to” box pops up. The ROO then needs to fill out the box. If there is an asterisk next to the line, it must be filled out to complete the referral. Select the school to which the prospect needs to be referred and then select “save”. Once the “save” button is clicked the prospect’s information is sent to the “HOT LEADS” of the gaining school. The process is then complete.

The screenshot displays the 'People' tab interface for Army ROTC prospect referrals. At the top, navigation tabs include 'My Work Zone', 'Calendar', 'People', and 'Support'. The main header shows search filters: 'School Qualified: 15', 'Other: 0', 'Participating in ROTC Classes: 9', 'Enrolled/Pending Enrolled: 34', 'All USACC', '21 Day Removed: 0', and 'My Org.: 58'. A 'Quick Search' sidebar on the left offers search criteria by 'Last Name', 'Email', or 'SSN'. The central area shows a list of prospects with columns for selection, status, and details. A modal form titled 'Refer Bailey, Dan' is open, containing the following fields and options:

- Refer to:** A dropdown menu.
- Personal Info:**
 - SSN:** Text input field.
 - Date of Birth:*** Date picker (YYYYMMDD).
 - Email:** Text input field.
 - Prior Service:**
 - Phone:** 8594325181
 - Gender:*** MALE (dropdown menu)
 - Citizenship:*** Text input field.
- NOTE:** Your rank, name, school name, and phone number will be sent along with this referral.
- ROO's Comment:*** Text input field.
- Buttons:** Save and Cancel.

Below the modal, details for 'Burdine, Amber' are visible, including contact information and a 'Refer to ARCA' link.

Appendix E -- Sample PMS Letters of Acceptance ADO

Sample Letter of Acceptance for ADO

(Appropriate Letterhead)

(OFFICE SYMBOL)

(Date)

MEMORANDUM FOR Commander, US Army Cadet Command, ATTN: ATCC-ROI,
1307 Third Avenue, Fort Knox, KY 40121-5123

SUBJECT: Letter of Acceptance for Active Duty Option, Rank, Last Name, First Name,
MI, Last 4 SSN

1. Application for acceptance into the Senior ROTC Program at Host University is approved.
2. Soldier meets all eligibility requirements for participation under the Green to Gold Active Duty Option Program.
3. Soldier has been accepted by Academic University as an academic junior or Graduate student for the school term beginning school start date.

FOR THE COMMANDER:

PMS Signature
PMS Signature Block

Appendix E, Sample PMS Letters of Acceptance Scholarship

Sample Letter of Acceptance for Scholarship

(Appropriate Letterhead)

OFFICE SYMBOL

(Date)

MEMORANDUM FOR HQ, US Army Cadet Command, ATTN: ATCC-ROI, 1307 Third Avenue, Fort Knox, KY 40121-5123

SUBJECT: Letter of Acceptance for Scholarship Option, Rank Last Name, First Name, MI, Last 4 SSN

1. Application for acceptance into the ROTC Program at Host University is approved contingent.
2. Upon review of application, Soldier meets eligibility criteria for participation in the Scholarship Option Program IAW AR 145-1 and Cadet Command Pamphlet 145-4. If selected for participation, further guidance will be issued for discharge IAW AR 635-200.
3. SM has been accepted by Academic College/University as an academic (freshman, sophomore, junior, or Graduate student) for the school term beginning school start date.
4. Soldier does or does not require (AFS, TIS, Dependency, Civil Conviction, CGPA, SAT/ACT) waiver(s). PMS and ROTC Brigade Commander's recommendations are attached.

FOR THE COMMANDER:

**PMS Signature
PMS Signature**

Appendix E, Sample PMS Letters of Acceptance Non-scholarship

Sample Letter of Acceptance for Non-Scholarship

(Appropriate Letterhead)

OFFICE SYMBOL

(Date)

MEMORANDUM FOR HQ, Discharge Approving Authority (Non-Scholarship)

SUBJECT: Request for ROTC Duty UP **AR 635-200**, Paragraph 16-2 (Soldier's Rank, Last Name, First Name, MI, Last 4 SSN)

1. Application for acceptance into the Senior ROTC Green to Gold Non-scholarship Program at Host University is approved.
2. Rank and full name will be separated UP **AR 635-200**, Paragraph 16-2, provided such action is not in contravention of **AR 600-31**.
3. Upon review of application, Soldier meets all eligibility for contracting in ROTC and USAR Control Group (ROTC) IAW **AR 145-1** and **Cadet Command Pamphlet 145-4**. Approval of required waiver(s) and DoDMERB physical are attached.
4. Soldier has been accepted by Academic University as an academic junior or Graduate student for the school term beginning school start date.

FOR THE COMMANDER:

**PMS Signature
PMS Signature Block**

Appendix F -- Sample Chapter 16 Soldier Discharge Packet Scholarship Option (DA 4187)

Copy 1	Circle the appropriate copy designator	Copy 2	Copy 3	Copy 4
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) Commander (INTERMEDIATE CMD) HQ, XXXX XXXXXXXX Fort XXXX, XX 99999-9999	2. TO (Include ZIP Code) HQ (AR 635-200, para 1-19 Discharge Approving Authority for your installation) ATTN: XXXX-XXX Fort XXXX,XX 99999-9999	3. FROM (Include ZIP Code) Commander Unit Name Unit Address Fort XXXX, XX 99999-9999		
SECTION I - PERSONAL IDENTIFICATION				
4. NAME (Last, First, MI) DOE, JOHN M.	5. GRADE OR RANK/PMOS/AOC SPC/68W	6. SOCIAL SECURITY NUMBER 000-00-1234		
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)				
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card		
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags		
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations		
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS		
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB		
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) Voluntary Separation, AR 635-200		
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members			
9. SIGNATURE OF SOLDIER (When required)	10. DATE (YYYYMMDD)			
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)				
1. Soldier requires early separation from the United States Army for acceptance into a program leading to a commission, in accordance with AR 635-200, Chapter 16-2c.				
2. Soldier is not under any charges or pending separation under other provisions AR 635-200, is not under separation of favorable personnel actions per AR 600-8-2, and is not under a bar to reenlistment per AR 601-200.				
3. I understand my discharge is contingent upon enlistment in the USAR in the grade of Cadet for assignment to the USAR Control Group (ROTC) and the execution of the ROTC Student Contract.				
4. I understand that my service will be characterized as Honorable.				
ENCLS				
1. Notification letter from HQ, US Army Cadet Command of award of scholarship.				
2. Documentation of full qualification (only required if a conditional scholarship was awarded).				
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 -				
<input type="checkbox"/> HAS BEEN VERIFIED <input checked="" type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED				
12. COMMANDER/AUTHORIZED REPRESENTATIVE TYPE/PRINT Commander's Signature Block	13. SIGNATURE	14. DATE (YYYYMMDD)		

DA FORM 4187, JAN 2000

PREVIOUS EDITIONS ARE OBSOLETE

APD PE v1 02ES

Appendix F -- (continued)

Sample Scholarship Notification Letter (Fully Qualified)

(Appropriate Letterhead)

(Office Symbol)

(Date)

MEMORANDUM FOR COMMANDER, Unit, Fort XXXXXX

SUBJECT: Green to Gold Scholarship Program

1. It is my pleasure to inform you the Soldier listed below has been selected to receive a US Army Reserve Officers' Training Corps Green to Gold Active Duty Scholarship commencing in the Fall of 20XX.

STATUS: Qualified Winner

NAME: Applicant's Name

SSN: XXX-XX-1234

TYPE: 2-, 3-, or 4-year Full Tuition annually

MAJOR: **ACADEMIC DISIPLINE NAME (CODE)**

ROTC COLLEGE/UNIVERSITY: HOST UNIVERSITY (FICE)

ACADEMIC COLLEGE/UNIVERSITY: ACADEMIC UNIVERSITY (FICE)

2. The enclosed information and instruction sheet, to be provided to the Soldier, explains selection status, benefits, the Administrative and discharge procedures to be followed.

3. Qualified scholarship recipients must initiate a request for discharge through their commanding officer and the Personnel Administration Center (PAC) to the approving authority under the provisions of **AR 635-200**, Chapter 16. Prior to such discharge, you must ensure the Soldier has no actions pending IAW **AR 600-8-2**. Transition leave is not authorized in conjunction with attending school.

3. SPC Strack must present a copy of this memorandum to the Professor of Military Science (PMS) this Fall. Additionally, he/she must return the enclosed Acceptance/Declination Form to this headquarters **NLT 30 days** from date of this memorandum.

USACC, CG Signature
USACC, CG Signature Block

2Encls:

1. Information Sheet

2. **CC Form 167-R**

Appendix F, Sample Chapter 16 Soldier Discharge Packet Scholarship Option (continued)

Green to Gold Scholarship Discharge Eligibility Checklist

SOLDIER'S NAME _____

In accordance with **AR 635-200**, Enlisted Personnel, Chapter 16-2, a soldier may be discharged for the purpose of entry into ROTC as a scholarship cadet. This checklist is designed to determine if a soldier is eligible for discharge under **AR 635-200**, chapter 16-2 for participation in the Green to Gold scholarship program. All waivers must be approved prior to the soldier being discharged.

ELIGIBILITY CRITERIA	ELIGIBILITY REQUIREMENT	ELIGIBLE Circle One	
1. United States Citizen	All applicants must be citizens of the United States (No Waivers).	YES	NO
2. Time in Active Federal Service (AFS)(months)	All applicants must have at least 24 months of AFS, but less than 120 (10 years) at date of discharge. Applicants should submit a Time in Service Waiver Request (DA Form 4187) with application (Appendix O).	YES	NO -or- WAIVER
3. Training Service Obligation (TSO)	An additional three months of AFS is required for each month of specialized training. Applicants should submit a Training Service Obligation Waiver Request (DA Form 4187) with application (Appendix N).	YES	NO -or- WAIVER
4. Age (Years)	Applicants may not turn Age 31 prior to 31 Dec of the year in which degree and commissioning requirements are met. (No Waiver Authorized.)	YES	NO
5. GI Bill Eligibility	Applicants must complete 20 months of a two-year enlistment or 30 months of a three-year or longer enlistment (No Waivers) NOTE: <i>The GI Bill is not required for participation in the Green to Gold Program.</i>	YES	NO -or- N/A
6. Flagged	Must not be flagged.	YES	NO
	Must meet Height/Weight Standards of AR 600-9 (No Waivers) .	YES	NO
	Must pass APFT with a minimum of 60 points in each event.	YES	NO
	All applicants must be eligible to reenlist or have a reenlistment code waiver.	YES	NO

Appendix F, Sample Chapter 16 Soldier Discharge Packet Scholarship Option (continued)

SOLDIER'S NAME _____

ELIGIBILITY CRITERIA	ELIGIBILITY REQUIREMENT	ELIGIBLE Circle One	
7. College/University Letter of Acceptance	Letter must state the start date of the term the Soldier will attend and that the Soldier is accepted by the college as an academic junior (for 2-year applicants/min. 54 semester hours), sophomore (for 3-year applicants/min. 27 semester hours), or freshman (for 4-year applicants). (No Waivers) .	YES	NO
8. Professor of Military Science (PMS) Letter of Acceptance	All applicants must be accepted into the ROTC Program at the school they will attend. The letter must state the Soldier is qualified for the Advanced Course and aligned as an academic junior and any waivers required have been granted (No Waivers) .	YES	NO
9. Cumulative GPA	Minimum high school cumulative GPA of 2.5 for 4-year applicants. Minimum college cumulative GPA of 2.5 for 3- and 2-year applicants. (Waivers Authorized) .	YES	NO -or- WAIVER
10. GT Score	110 or higher (No Waivers) .	YES	NO
11. UCMJ or civil convictions: Any actions completed or pending.	If Item 11 is YES , Soldier needs a waiver.	YES	NO -or- WAIVER
12. Physical Exam	Soldier must pass physical IAW AR 40-501 (Waivers Possible) . <i>Soldiers with permanent profiles are not eligible.</i>	YES	NO -or- WAIVER
13. Dependents	Have three or fewer dependents. If more than three, Soldier needs a Waiver.	YES	NO -or- WAIVER
Married to a Service-member and has a child under age 18	If YES , Soldier is eligible with a Waiver from Department of the Army.	YES	NO -or- WAIVER
Single Parent	If YES , child or children must be in the legal custody of other parent, adult relative, or legal guardian and evidenced by court document. (Payment of child support requires waiver.)	YES	NO -or- WAIVER
14. Financial	Determines if Soldier has financial backup	YES	NO
15. Conscientious Objector	If YES, Soldier is not eligible (No Waivers) .	YES	NO

*Headquarters, Cadet Command, will ensure that an applicant meets all the above eligibility criteria prior to issuing a conditional or fully-qualified winner notification letter. Once the qualified letter is issued, the Soldier may request discharge IAW **AR 635-200**.

Appendix G -- Sample Chapter 16 Soldier Discharge Packet Non- Scholarship Option (Sample DA Form 4187)

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8. ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system. DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) Commander (Intermediate CMD)) HQ, XXX XXXXX Fort XXXX, XX 99999-9999	2. TO (Include ZIP Code) HQ (AR 635-200, para 1-19 Discharge Installation Approving Authority ATTN: XXXX-XXX Fort XXXX, XX 99999-9999	3. FROM (Include ZIP Code) Commander (Soldiers Unit) Unit Name Unit Address Fort XXXX, XX 99999-9999
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Doe, John J.	5. GRADE OR RANK/PMOS/AOC SPC/11B	6. SOCIAL SECURITY NUMBER 123-45-6789
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) Voluntary Separation AR 635-200
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)	10. DATE (YYYYMMDD)	
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldier requests voluntary separation from the Army for participation in a commissioning and degree producing program (Green to Gold) IAW AR 635-200, Chapter 16-2c 2. Soldier is not under charges or pending separation under other provisions of AR 635-200, Is not in suspense of favorable actions per AR 600-8-2, or under bar to reenlistment per AR 601-200 3. Soldier understands IAW AR 635-200 chp 16-2c that discharge is contingent upon enlistment into USAR in the Grade of Cadet for assignment to the USAR control group (ROTC) and must complete the ROTC student contract prior to separation. 4. Soldier meets eligibility requirements for ROTC IAW AR 145-1 and is medically qualified. 5. Soldier understands that discharge will be characterized as Honorable 6. Soldier understands IAW AR 635-200(d) that discharge will occur NET 30 days prior to start of school or officer training program for which Soldier has been accepted Encls; 1. ROTC Acceptance Letter 2. University Acceptance Letter 3. DODMERB Qualification Letter 4. Identification of required waivers 5. Approval letters for required waivers in Encl 4.		
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 -		
<input type="checkbox"/> HAS BEEN VERIFIED <input checked="" type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE Soldier CDR Signature Block	13. SIGNATURE	14. DATE (YYYYMMDD)

DA FORM 4187, MAY 2014

SUPERSEDES DA FORM 4187, JAN 2000
AND REPLACES DA FORM 4187-1-R, APR 1995

Page 1 of 2
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Appendix G -- (continued)

Sample PMS Letter of Acceptance (Non-Scholarship)

(Appropriate Letterhead)

(Office Symbol)

(Date)

MEMORANDUM FOR WHOM IT MAY CONCERN

SUBJECT: Acceptance of Sergeant Joe E. Qualified, 000-00-0000, into the Army Senior ROTC Program as a Non-Scholarship Advanced Course Cadet

1. I hereby certify Sergeant Joe E. Qualified has been accepted for enrollment in the Senior ROTC Program at Sample State University, subject to discharge from Active Army status and immediate enlistment in the USAR with assignment to USAR Control Group (ROTC). Acceptance is for Fall Term, 20XX, which begins 16 August 20XX. Individual will be discharged no more than 30 days prior to beginning of term. Terminal Leave is not authorized.

2. As a result of an interview and review of his application packet, Sergeant Qualified appears to possess those qualifications and the potential necessary to become an effective Army officer. The Soldier is not under suspension of favorable personnel actions. The Soldier meets the Army ROTC procurement medical fitness standards IAW **AR 40-501**. The Soldier meets all specified academic and administrative requirements IAW **AR 145-1**. No academic or administrative waivers are required (or the following academic/administrative waivers were granted: ...).

3. Sergeant Qualified has completed at least 2 years in the Regular Army and at least 2 years of acceptable college work. The Soldier is accepted into the **ROTC Advanced Course as an academic junior**. The Soldier is eligible for separation IAW **AR 635-200**, Paragraph 16-2.

4. Sergeant Qualified must be enlisted in the USAR for assignment to Control Group (ROTC). The Soldier must enlist for eight years and the contract must so state. The commander effecting discharge must accomplish enlistment under **AR 145-1**, paragraph 3-15.

**PMS Signature
PMS Signature Block**

Appendix G, Sample Chapter 16 Soldier Discharge Packet Non-Scholarship Option (continued)

Sample Instruction letter from PMS

(Appropriate Letterhead)

ATCC (145)

(Date)

MEMORANDUM FOR SGT Joe E. Qualified, 0000 Any Street, Anywhere, State 00000

SUBJECT: Procedures for Acceptance into an ROTC Program

1. Present this letter of acceptance to your commander.
2. Complete a **DA Form 4187**, have your commander sign, and forward it to the program commander. The **4187** should include: letter of acceptance from the PMS, letter of acceptance from the university stating you are starting as an academic junior, a copy of your physical exam, a copy of your DA Form 2 and 2-1, and any required waivers. Talk to your commander about the discharge date. Ensure you are discharged in enough time to get settled, register, and pay the required fees. Your discharge date is not set by us but by your chain of command, and it cannot be more than 30 days prior to the start of the academic semester.
3. Your program commander must sign an endorsement and enclose it with the **DA Form 4187**. This entire packet will be forwarded through channels to the separation authority.
4. You must enlist for 8 years in the USAR for assignment to a Control Group (ROTC). Discharge will be effective the day proceeding the date of enlistment. Terminal leave is not authorized.
5. Separation authority will prepare discharge paperwork and orders assigning you to the Control Group (ROTC) XXXX Brigade within the USAR. Your **DD Form 250** should indicate an RE Code of 1. Separation authority should talk to Headquarters, Cadet Command at **(502) 624-6937** or **DSN 464-6937** if they have any questions.
6. Point of contact is the undersigned, DSN XXX-XXXX or Commercial (XXX) XXX-XXXX.

**PMS Signature
PMS Signature Block**

Appendix G, Sample Chapter 16 Soldier Discharge Packet Non-Scholarship Option (continued)

Sample Endorsement for Soldier's Program Commander

(Appropriate Letterhead)

ATCC (145)

(Date)

MEMORANDUM FOR SEPARATION AUTHORITY

SUBJECT: Request for ROTC Duty UP **AR 635-200**, Paragraph 16-2 (Your name and SSN)

1. Application for acceptance into a ROTC Program is approved.
2. (Your name and SSN) will be separated UP **AR 635-200**, Paragraph 16-2, provided such action is not in contravention of **AR 600-31**.
3. (Appropriate remarks).
4. Original copy of this correspondence has been filed in the Soldier's MPRJ. Individual and appropriate administrative chain of commands will be informed of contents of this correspondence.

**PMS Signature
PMS Signature Block**

Appendix G, Sample Chapter 16 Soldier Discharge Packet Non- Scholarship Option (continued)

Green to Gold Non-Scholarship Discharge Eligibility Checklist

SOLDIER'S NAME _____

ELIGIBILITY CRITERIA	ELIGIBILITY REQUIREMENT	ELIGIBLE Circle One	
1. United States Citizen	All applicants must be citizens of the United States (No Waivers).	YES	NO
2. Time in Active Federal Service (TIS)(months)	All applicants must have at least 24 months of AFS, but less than 120 (10 years) at date of discharge. Applicants should submit a Time in Service Waiver Request (DA Form 4187) with application (Appendix P).	YES	NO -or- WAIVER
3. Training Service Obligation (TSO)	An additional three months of AFS is required for each month of specialized training. Applicants should submit a Training Service Obligation Waiver Request (DA Form 4187) with application (Appendix N).	YES	NO -or- WAIVER
4. Age (Years)	Non-Scholarship applicants may not turn Age 34 at the projected time which degree and commissioning requirements are met. Add expected age at discharge to the years of college needed to complete degree & commission requirements: Discharge Age + College Required = Age at Graduation If your age is more than your maximum allowable age, you may request a waiver. <i>BDE CDR's may approve waivers up through age 39.</i>	YES	NO -or- WAIVER
5. GI Bill Eligibility	Applicants must complete 20 months of a two-year enlistment or 30 months of a three-year or longer enlistment (No Waivers) NOTE: <i>The GI Bill is not required for participation in the Green to Gold Program.</i>	YES	NO -or- N/A
6. Flagged	Must not be flagged.	YES	NO
	Must meet Height/Weight Standards of AR 600-9 (No Waivers) .	YES	NO
	Must pass APFT with a minimum of 60 points in each event. (No Alternative Events)(No Waivers).	YES	NO
	All applicants must be eligible to reenlist or have a reenlistment code waiver.	YES	NO

Appendix G, Sample Chapter 16 Soldier Discharge Packet Non-Scholarship Option (continued)

Green to Gold Non-Scholarship Discharge Eligibility Checklist (continued)

SOLDIER'S NAME _____

ELIGIBILITY CRITERIA	ELIGIBILITY REQUIREMENT	ELIGIBLE Circle One	
		YES	NO
7. College/University Letter of Acceptance	Letter must state the start date of the term the Soldier will attend and that the Soldier is accepted by the college as an academic junior (min. 54 semester hours). If Graduate Program, complete degree in two years. (No Waivers) .	YES	NO
8. Professor of Military Science (PMS) Letter of Acceptance	All applicants must be accepted into the ROTC Program at the school they will attend. The letter must state the Soldier is qualified for the Advanced Course and aligned as an academic junior and any waivers required are granted (No Waivers) .	YES	NO
9. College GPA	Minimum 2.0 on all college work completed (No Waivers) .	YES	NO
10. GT Score	Non-Scholarship applicants need a 110 GT or higher (No Waivers) .	YES	NO
11. UCMJ or civil convictions: Any actions completed or pending.	If Item 11 is YES , Soldier needs a waiver.	YES	NO -or- WAIVER
12. Physical Exam	Soldier must pass physical IAW AR 40-501 (Waivers Possible) . <i>Soldiers with permanent profiles are not eligible.</i>	YES	NO -or- WAIVER
13. Dependents	Have three or fewer dependents. If more than three, Soldier needs a Waiver.	YES	NO -or- WAIVER
Married to a Service-member and has a child under age 18	If YES , Soldier is eligible with a Waiver from Department of the Army.	YES	NO -or- WAIVER
Single Parent	If YES , child or children must be in the legal custody of other parent, adult relative, or legal guardian and evidenced by court document. Waiver required. (Payment of child support requires waiver.)	YES	NO -or- WAIVER
14. Financial	Determines if Soldier has financial backup	YES	NO
15. Conscientious Objector	If YES , Soldier is not eligible (No Waivers) .	YES	NO

Appendix H -- Specialized Training Service Obligation (TSO) Calculation

All first term Soldiers must calculate the TSO (see example 1 below). Soldiers on their second or subsequent enlistment (see example 2 below), who changed their MOS or attended an Assigned Service Identifier (ASI) need to calculate their TSO for that MOS/ASI using the below format:

1. MOS: _____
 - a. Number of months specialized training _____ (AIT length)
 - b. Training multiplier (a x 3) _____
 - c. TSO(b + 24 months) _____
 - d. BASD _____ (mm/dd/yyyy)
 - e. Discharge Date (no earlier than 30 days prior to school start date _____ (mm/dd/yyyy)
 - f. Total time served (d - e) _____
 - g. If c is greater than f. TSO is required

2. MOS/ASI: _____
 - a. Number of months specialized training _____ (MOS or ASI length)
 - b. TSO (a x3) _____
 - c. Graduation date MOS/ASI _____ (mm/dd/yyyy)
 - d. Discharge Date (no earlier than 30 days prior to school start date _____ (mm/dd/yyyy)
 - e. Total time served upon discharge (d-c) _____
 - f. If c is greater than e. TSO is required

Appendix I -- Waiver Documentation, Approval Authority, & Flow Chart

Waiver Matrix

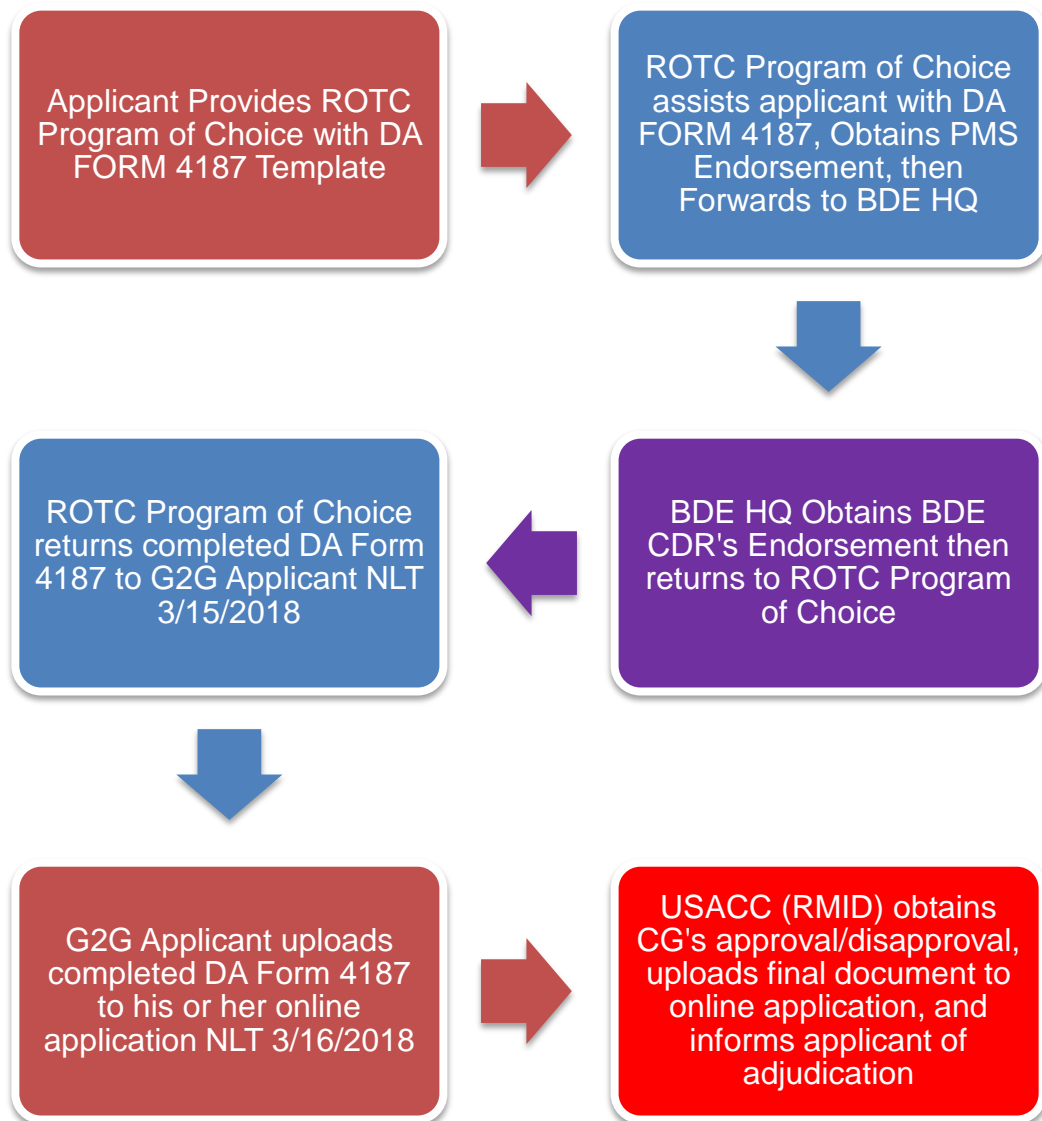
GREEN TO GOLD WAIVER FLOWCHART	Waiver Approval level				Document required to process waiver												
	ROTC Battalion	ROTC Brigade Commander	USACC, CG	HQDA or HRC	Request for Waiver (Memorandum)	Request for Waiver DA 4187	Court records indicating charges, plea, and/or findings	Family Care Plan	Court Order	Affidavit	CC 104-R	CC 174-R	DD 785	TRANSCRIPT	ERB	Endorsement recommending approval from the PMS and Brigade Commander	Endorsement recommending approval from the PMS and Approval from Brigade Commander
Age Waivers Scholarship ADO (30-32)		X			X						X	X		X	X		X
Age Waivers Scholarship ADO (33-42)			X		X						X	X		X	X	X	
Age Waivers Scholarship ADO (42+)				X	X						X	X		X	X	X	
Civil Conviction - Minor Traffic																	
-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
Civil Conviction-Minor Non-Traffic																	
-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
Civil Conviction - Minor Traffic & Non-Traffic																	
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	
Civil Conviction - Serious Misconduct																	
			X		X	X			X	X	X		X	X		X	
College Board Score (ACT/SAT)																	
			X		X						X	X		X	X	X	
Cumulative Grade Point Average (CGPA)																	
			X		X						X	X		X	X	X	
Re-enrollment																	
		X			X						X	X	X	X	X		X
Dependency Waivers (Electronic):																	
More than 3 dependents		X			X						X	X		X	X		X
Dual Military/Dual ROTC		X			X		X							X			X
Non-Custodial parent (child support only)		X			X			X					X	X			X
**Sole parent/Joint Custody			X		X		X	X		X	X		X	X	X		
Exceptions to Policy																	
AFS 10 years or more			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	

Appendix I -- continued

WAIVERS APPROVED AT USACC CG LEVEL

Waiver Type: **ACT/SAT, ACTIVE FEDERAL SERVICE** (+10 years at time of Commission), **AGE** (33-39 at Time of Commission), **DEPENDENCY** (Single parent, Divorced with Joint Custody), **GPA, CIVIL CONVICTION*** *Note that approval authority for some types of misconduct have recently been withheld to the DA level. Approval Authority levels are always subject to change.

Flow:

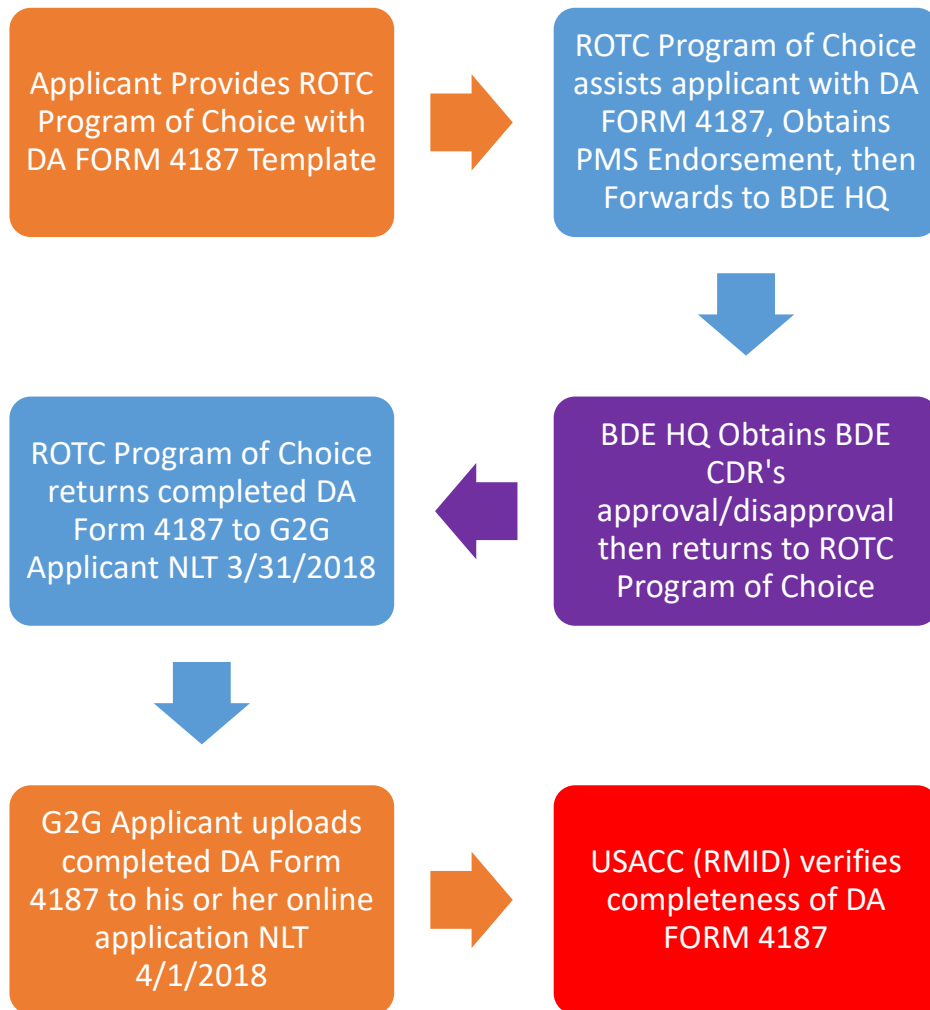


Appendix I -- continued

WAIVERS APPROVED AT ROTC BDE COMMANDER LEVEL

Waiver Type: **AGE** (30-32 at Time of Commission), **DEPENDENCY** (Married with more than 3 dependents, Divorced without custody, Dual Military), **RE-ENROLLMENT**, **CIVIL CONVICTION** (Any conviction that sentence consisted of a fine only)

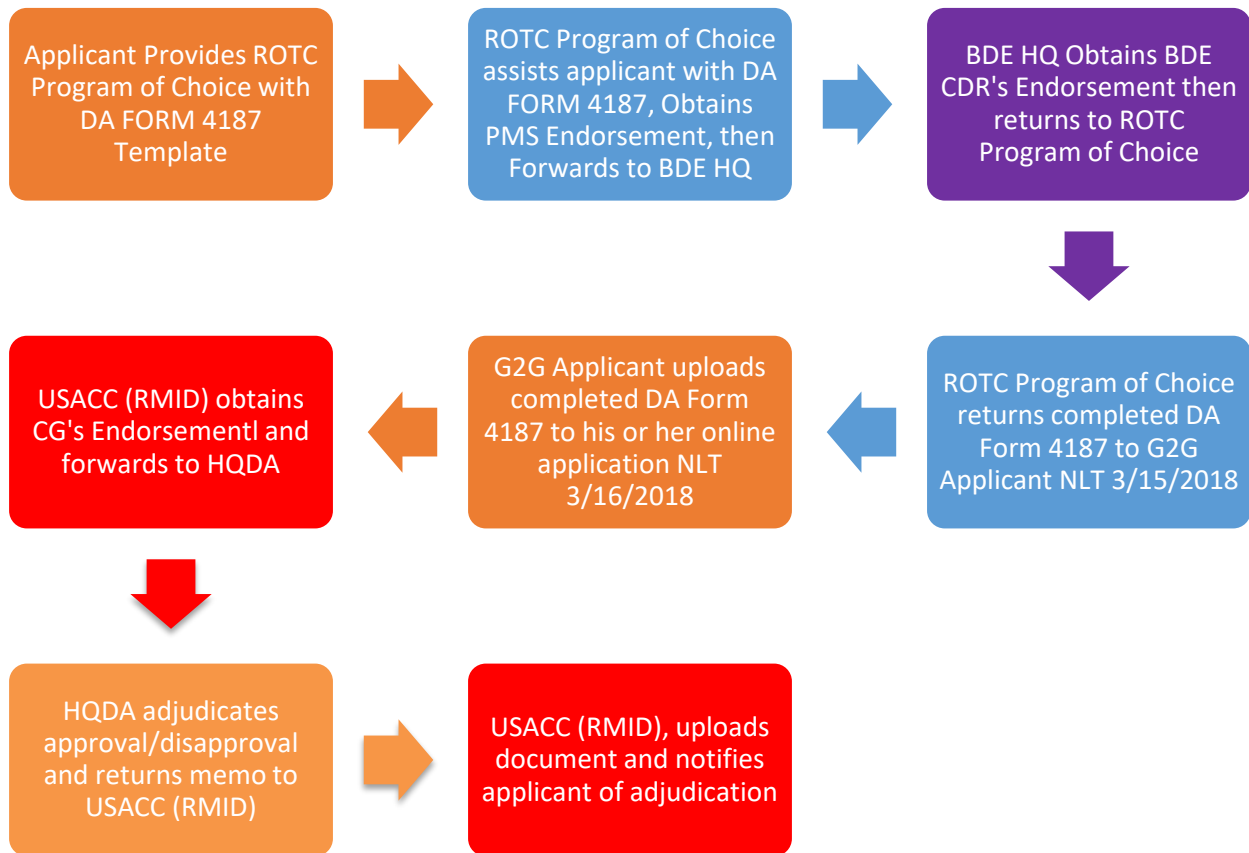
Flow:



Appendix I -- continued

WAIVER APPROVED AT HQDA LEVEL

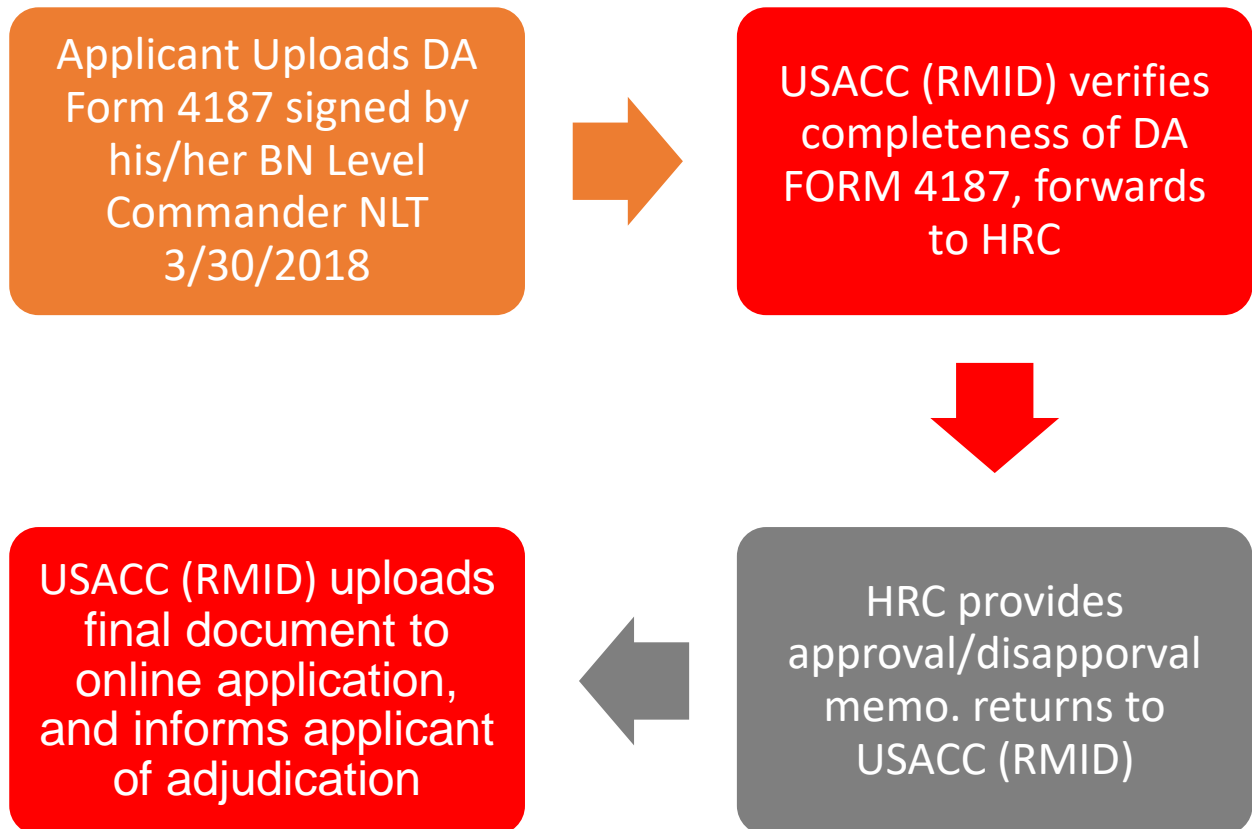
Waiver Type: **AGE** (40-42 at time of Commissioning)
Flow:



Appendix I -- continued

WAIVERS APPROVED AT HRC LEVEL

Waiver: **Training Service Obligation, Time In Service** (between 18-23 months at program start date)
Flow:



Appendix J – Waiver Examples

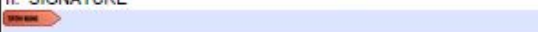



Sample Request for Age Waiver (Age 30-32 BDE CDR Authority)

PERSONNEL ACTION			
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.			
DATA REQUIRED BY THE PRIVACY ACT OF 1974			
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended			
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.			
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.			
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.			
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMID (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)	
SECTION I - PERSONAL IDENTIFICATION			
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999	
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)			
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card	
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags	
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations	
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS	
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB	
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) AGE WAIVER (30-32)	
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members		
9. SIGNATURE OF SOLDIER (When required)		10. DATE (YYYYMMDD)	
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)			
1. Soldiers require an Age Waiver approved at ROTC Brigade level for participation in the Green to Gold Program when that Soldier: will be 30-32 years of age at the time of commissioning.			
2. Soldier's information: a. Soldier's Rank/Name b. DOB: DD MMM YYYY c. Projected Commissioning Date: DD MMM YYYY			
3. Soldier's Rank/Name will be _____ years and _____ months of age at the projected Commissioning date and therefore requests an age waiver.			
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 - <input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED			
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)	

DA FORM 4187, MAY 2014

SUPERSEDES DA FORM 4187, JAN 2000
AND REPLACES DA FORM 4187-1-R, APR 1995

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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO HQ, USACC, ATTN: RMD (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER (ROTC BDE Information)
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			

Appendix J – Continued

Sample Request for Age Waiver (Age 33-39 CG Authority)

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended		
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.		
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.		
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMD (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) AGE WAIVER (33-39)
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required) _____		10. DATE (YYYYMMDD)
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldiers require an Age Waiver approved at ROTC Brigade level for participation in the Green to Gold Program when that Soldier: will be 33-39 years of age at the time of commissioning.		
2. Soldier's information: a. Soldier's Rank/Name b. DOB: DD_MMM_YYYY c. Projected Commissioning Date: DD_MMM_YYYY		
3. Soldier's Rank/Name will be _____ years and _____ months of age at the projected Commissioning date and therefore requests an age waiver.		
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 - <input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE _____	14. DATE (YYYYMMDD)

15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER (ROTC BDE Information)
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO HQCC, ATTN: RMD (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for Age Waiver (Age 40+ HQDA Authority)

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended		
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.		
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.		
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMID (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting In Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) AGE WAIVER (40-42)
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)		10. DATE (YYYYMMDD)
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
<p>1. Soldiers require an Age Waiver approved at HQDA level for participation in the Green to Gold Program when that Soldier will be 40-42 years of age at the projected date of commissioning.</p> <p>2. Soldier's information:</p> <p>a. Soldier's Rank/Name</p> <p>b. DOB: DD MMM YYYY</p> <p>c. Projected Commissioning Date: DD MMM YYYY</p> <p>3. Soldier's Rank/Name will be _____ years and _____ months of age at the projected Commissioning date and therefore requests an age waiver.</p>		
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 -		
<input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)

DA FORM 4187, MAY 2014

SUPERSEDES DA FORM 4187, JAN 2000
AND REPLACES DA FORM 4187-1-R, APR 1995

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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40120		b. FROM COMMANDER (ROTC BDE Information)
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO HQ, USACC, ATTN: RMD (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for Civil Conviction Waiver BDE CDR Authority.

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY:	Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended	
PRINCIPAL PURPOSE:	To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.	
ROUTINE USES:	The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.	
DISCLOSURE:	Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.	
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMD (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify)
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)		10. DATE (YYYYMMDD)
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldiers require a Civil Conviction Waiver approved at ROTC Brigade level for participation in the Green to Gold Program when that Soldier has received a Civil Conviction consisting of a punishment of fine only (even if expunged):		
2. (Applicant's Rank/Name) is requesting a Civil Conviction waiver for (list offense and fine).		
3. Additional Information		
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 -		
<input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)

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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO HQ, USACC, ATTN: RMIID (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER (ROTC BDE Information)
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for Civil Conviction Waiver -- CG Authority.

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended		
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.		
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.		
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMD (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting In Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify)
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)		10. DATE (YYYYMMDD)
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldiers require a Civil Conviction Waiver approved at USACC, CG level for participation in the Green to Gold Program when that Soldier has received a Civil Conviction consisting of a punishment of more than fine only (even if expunged):		
2. (Applicant's Rank/Name) is requesting a Civil Conviction waiver for (list offense and fine).		
3. Additional Information		
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 -		
<input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)

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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER (ROTC BDE Information)
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO HQ, USACC, ATTN: RMD (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for Dependency Waiver – BDE CDR Authority.

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended		
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.		
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.		
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMD (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify)
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)	10. DATE (YYYYMMDD)	
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldiers require a Dependency Waiver approved at ROTC Brigade level for participation in the Green to Gold Program when that Soldier: has more than 3 dependents, is the non-custodial parent, or is dual military with dependent(s) other than spouse.		
2. (Applicant's Rank/Name) is requesting a Dependency waiver for (choose from one of the three options above).		
3. Additional Information		
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 - <input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)

DA FORM 4187, MAY 2014

SUPERSEDES DA FORM 4187, JAN 2000
AND REPLACES DA FORM 4187-1-R, APR 1995

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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO HQ, USACC, ATTN: RMID (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER (ROTC BDE Information)
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for Dependency Waiver – CG Authority.

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY:	Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended	
PRINCIPAL PURPOSE:	To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.	
ROUTINE USES:	The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.	
DISCLOSURE:	Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.	
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMD (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) Dependency Waiver
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)		10. DATE (YYYYMMDD)
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldiers require a Dependency Waiver approved at ROTC CG level for participation in the Green2 to Gold program when that Soldier: is the sole parent or has joint custody of a dependent(s) under the age of 18.		
2. (Applicant's RANK Name) is/has (choose from one of the two above options); therefore, is requesting a Dependency Waiver		
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 -		
<input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE 	14. DATE (YYYYMMDD)

DA FORM 4187, MAY 2014

SUPERSEDES DA FORM 4187, JAN 2000
AND REPLACES DA FORM 4187-1-R, APR 1995

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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40120		b. FROM COMMANDER (ROTC BDE Information)
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO HQ, USACC, ATTN: RMID (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121		b. FROM COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
	c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL		
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for CGPA Waiver – CG Authority.

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8. ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system. DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMD (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Refesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) Cumulative Grade Point Average (CGPA) Waiver
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)	10. DATE (YYYYMMDD)	
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldiers require a CGPA Waiver approved at the USACC, CG level for participation in the Green to Gold Program when that Soldier has a CGPA of 2.0-2.4 2. (Soldier's RANK Name) has a CGPA of _____; therefore, requests a CPGA Waiver		
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 - <input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)

DA FORM 4187, MAY 2014

SUPERSEDES DA FORM 4187, JAN 2000
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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40120	b. FROM COMMANDER (ROTC BDE Information)	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO HQ, USACC, ATTN: RMID (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121	b. FROM COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for Standardized Test Scores – CG Authority.

PERSONNEL ACTION			
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.			
DATA REQUIRED BY THE PRIVACY ACT OF 1974			
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended			
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.			
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.			
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.			
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMD (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMS (ROTC Program Information)	
SECTION I - PERSONAL IDENTIFICATION			
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999	
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)			
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card	
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags	
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting In Army Personnel Tests	<input type="checkbox"/> Separate Rations	
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS	
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB	
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) Standardized test Scores (ACT/SAT)	
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members		
9. SIGNATURE OF SOLDIER (When required)		10. DATE (YYYYMMDD)	
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)			
1. Soldiers require a Standardized Test Score Waiver approved at the USACC, CG level for participation in the Green to Gold Program when that Soldier has a SAT score below 1000 (920 if test was taken prior to 03/01/2016) or an ACT score below 19.			
2. (Soldier's RANK Name) has an (ACT/SAT) score of _____; therefore, requests a Standardized Test Score Waiver			
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 - <input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED			
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)	

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SUPERSEDES DA FORM 4187, JAN 2000
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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40120	b. FROM COMMANDER (ROTC BDE Information)	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO HQ, USACC, ATTN: RMID (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121	b. FROM COMMANDER, USACC 204 1st Cavalry Division Road FT Knox, KY 40121	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued

Sample Request for Reenrollment Waiver – BDE CDR Authority.

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended		
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.		
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.		
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) COMMANDER (ROTC BDE Information)	2. TO (Include ZIP Code) HQ, CADET COMMAND ATTN: RMID (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	3. FROM (Include ZIP Code) PMC (ROTC Program Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Applicant's Name	5. GRADE OR RANK/PMOS/AOC Applicant's Grade	6. SOCIAL SECURITY NUMBER 999-99-9999
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) Re-enrollment
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)	10. DATE (YYYYMMDD)	
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
<p>1. Soldiers require a Re-enrollment Waiver approved at ROTC Brigade level for participation in the Green to Gold Program when that Soldier was previously dis-enrolled from either the ROTC Basic Course or the Advanced Course</p> <p>2. Soldier's information:</p> <p>a. Date of dis-enrollment</p> <p>b. MS Level at time of dis-enrollment</p> <p>c. Reason for dis-enrollment</p> <p>d. Remaining Service obligation or Scholarship debt</p>		
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 -		
<input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE PMS NAME/RANK	13. SIGNATURE	14. DATE (YYYYMMDD)

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

SUPERSEDES DA FORM 4187, JAN 2000
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15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO HQ, USACC, ATTN: RMID (Green 2 Gold) 204 1st Cavalry Division Road FT Knox, KY 40121	b. FROM COMMANDER (ROTC BDE Information)	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE	
i. COMMENTS			

Appendix J – Continued





Sample Request for TIS/TSO Waiver – HRC Authority.

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY: Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended		
PRINCIPAL PURPOSE: To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.		
ROUTINE USES: The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.		
DISCLOSURE: Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.		
1. THRU (Include ZIP Code) HQ, CADET COMMAND ATTN: RMID (Green to Gold) 204 1st Cavalry Regiment Road FT Knox, KY 40121	2. TO (Include ZIP Code) Commander Attn: Knox-HRC-EPF-A 1600 Spearhead Division Road Fort Knox, KY 40122	3. FROM (Include ZIP Code) COMMANDER (Soldier's BN Information)
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI)	5. GRADE OR RANK/PMOS/AOC	6. SOCIAL SECURITY NUMBER
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)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/GSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify) Training Service Obligation (TSO) and/or Time In Service (TIS) Waiver
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required) 		10. DATE (YYYYMMDD)
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
1. Soldier requests a TSO and/or a TIS waiver(s) for Participation in the Green to Gold Scholarship Program. The waiver request is IAW 635-200 para 16-2c(1)(a).		
2. Obligation Information: a. Soldier's training length was _____ months _____ weeks b. Soldier was/was not reclassified (circle appropriate choice) c. Soldier did/did not receive an enlistment bonus (circle appropriate choice)		
3. Soldier's Information: a. Scholarship Type: (National/Hip Pocket) b. BASD: c. Soldier's current Education Level: d. Name of requested Academic University/College: e. School Start Date: f. Requested Separation Date: (no earlier than 30 days prior to School Start Date)		
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 - <input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE Soldier's Company CDR INFO	13. SIGNATURE 	14. DATE (YYYYMMDD)

DA FORM 4187, MAY 2014

SUPERSEDES DA FORM 4187, JAN 2000
AND REPLACES DA FORM 4187-1-R, APR 1995

Page 1 of 2
AFD LC v1.03ES

15. NAME OF INDIVIDUAL		16. SSN	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO COMMANDER (Soldier's BN Info)	b. FROM COMMANDER (Soldier's COMPANY Info)	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle) Soldier's BN CDR INFO		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO	b. FROM	
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			

Appendix K -- Sample ADO Notification letter (Fully Qualified)

(Appropriate Letterhead)

(Office Symbol)

(Date)

MEMORANDUM FOR COMMANDER, Unit, Fort XXXXXX

SUBJECT: Green to Gold Active Duty Option (ADO) Program

1. It is my pleasure to inform you the Soldier listed below has been selected to participate in the US Army Reserve Officers' Training Corps Green to Gold ADO Program commencing in the Fall of 20XX.

STATUS: Qualified

NAME: Applicant's Name

SSN: 123-45-6789

TYPE: 2-year ADO

COLLEGE/UNIVERSITY: UNITED STATES UNIVERSITY

2. The enclosed information and instruction sheet, to be provided to the Soldier, explains selection status and additional instructions needed to fulfill the requirements associated with program participation.

3. Soldiers selected to participate in this program will receive assignment instruction from their servicing Personnel Administration Center (PAC) through their assigned installation Military Personnel Division (MPD). Prior to receiving assignment instructions, commanding officers must ensure the soldier has no pending actions IAW **AR 600-8-2**, meets height/weight standards IAW **AR 600-9**, and has met the Service Remaining Requirement (SRR) of 48 months IAW **AR 601-280**. Ordinary leave and Permissive TDY is authorized in conjunction with attending school.

4. Upon arrival at the university, SPC Strack must in-process via mail or online with US Army Student Detachment, Fort Jackson, SC at <http://www.jackson.army.mil/sites/usasd/>. In addition he/she must present a copy of this memorandum to the Professor of Military Science and return the enclosed notification of Intent to his headquarters **NLT 30 days** from the date of this memorandum.

USACC, CG Signature
USACC, CG Signature Block

2 Encls

1. Information Sheet
2. Letter of Intent

Appendix K -- Notification of Intent to Participate In Army ROTC Green to Gold ADO Program

**NOTIFICATION OF INTENT TO PARTICIPATE IN
ARMY ROTC
GREEN TO GOLD ACTIVE DUTY OPTION (ADO) PROGRAM**

**Commander, US Army Cadet Command
ATTN: ATCC-ROI-P (Green to Gold)
1307 Third Avenue, Building 1002
Fort Knox, KY 40121-5123**

You may accept to participate in the 2-year Army Green to Gold Active Duty (ADO) Program or you may decline. Once you make your choice that will be the program you are enrolled in at the designated College or University.

Place an "X" in the box next to the one statement that reflects your intention:

I, I. M. Strack, XXX-XX-XXXX

Accept participation in the 2-year Army ROTC Green to Gold ADO Program at UNITED STATES UNIVERSITY

Decline participation in the 2-year Army ROTC Green to Gold ADO Program at UNITED STATES UNIVERSITY.

_____/_____
Soldiers Signature / Date

Appendix L – Required Application Documents

PROGRAM	ADO		SCHOLARSHIP			HIP POCKET		
	BACH	GRAD	2-3 YR BACH	4YR BACH	2 YR GRAD	2-3 YR BACH	4YR BACH	2 YR GRAD
CCF 174-R	B	B	B	B	B	S	S	S
DA PHOTO (CCF 103-R)	B	B	B	B	B	X	X	X
ERB	B	B	B	B	B	S	S	S
CCF 104-R (WORKING)	B	B	B	X	B	X	X	X
TRANSFER EVAL	B	X	B	X	X	S	X	X
COLLEGE TRANSCRIPT	B	B	B	X	B	S	X	S
HS TRANSCRIPT	X	X	X	B	X	X	S	X
ACT/SAT SCORES	X	X	X	B	X	X	S	X
PMS LETTER	S	S	S	S	S	S	S	S
CCF 104-R (FINAL)	S	S	S	X	S	S	X	S
GO NOMINATION	X	X	X	X	X	S	S	S
DODMERB EXAM	S	S	S	S	S	S	S	S

B	DOCUMENT REQUIRED TO BE BOARDED
S	DOCUMENT REQUIRED IF SELECTED FOR PHASE 2
X	DOCUMENT NOT REQUIRED

NOTES

1. HIP POCKETS ARE NOT BOARDED. GO NOMINATION LETTER SERVES AS SELECTION TO PHASE 2
2. CCF 104-R FOR THE BOARD IS JUST AN ESTIMATE AND REQUIRES NO SIGNATURES
3. IF SELECTED FOR PHASE 2 A FINAL CCF 104-R MUST BE SUBMITTED WITH ALL REQUIRED SIGNATURES

Appendix M -- Division & Corps Commander Hip Pocket Scholarship Program

L-1. General. This program allows a division or corps commander to award scholarships to Soldiers within his/her respective command. Allocations will be made annually to each commander.

L-2. Procedures:

- a. Annually, HQCC will mail each division or corps commander an authorization letter containing the number of scholarships allocated and instructions for awaiting the scholarships.
- b. Division or corps commander nominates individual for a scholarship. Upon nomination, the Soldier becomes a conditional scholarship winner.
- c. The Soldiers submits application packet to HQCC NLT **1 Apr**.
- d. Soldiers have the required amount of college work or academic placement credit from the institution the Soldier desires to attend.
- e. Have a secret or higher security clearance. Soldiers without a clearance must provide a memo from their unit's security manager which states the individual has a favorable closed Tier-3 (T3), Tier-5 (T5), Single Scope Background Investigation (SSBI), or National Agency Check Local and Credit (NACLC) investigation.
- f. The Soldiers have a minimum GT score of 110. No waiver authorized.
- g. The Soldiers have a cumulative college GPA of 2.5 on a scale of 4.0.
- h. The Soldiers have a letter of acceptance from the ROTC program commander at the institution where they are seeking enrollment. The letter must state that the Soldier is accepted into the ROTC program and the start date of the school. The PMS Letter of Acceptance also verifies university enrollment and academic standing.
- i. The Soldiers must not have any UCMJ or civil conviction actions pending.
- j. The Soldiers have passed a physical examination in accordance with **AR 40-501** and determined to be medically qualified by DoDMERB. The soldier must also meet the height and weight standards listed in **AR 600-9**. The physical must also be annotated to show the date of the last drug and alcohol test. Any positive test precludes entry into the ROTC Program. Soldiers with permanent profiles are not eligible.
- k. The Soldiers do not have more than three dependents, including spouse (waivers authorized); is not a sole parent (waivers authorized) unless the child/children of such applicants is placed in the custody of the other parent, or adult relative, or legal guardian, by court order; is not married to a service member with 1 or more dependents under 18 (waivers authorized).

**Appendix M -- Division and Corps Commander Hip Pocket Scholarship Program
(continued)**

- l. The Soldiers do not have financial hardship.
- m. The Soldiers scored at least 180 points with scores of at least 60 points in each area of the APFT (no alternate events).
- n. The Soldier is eligible to reenlist.
- o. The Soldier will be on active-duty on 1 June of the current year.
- p. The Soldier is not a conscientious objector as defined in **AR 600-43**.
- q. The applicant has not been convicted of a domestic violence crime (waivers not authorized).

Appendix N -- MOA Between Professor of Military Science and ADO Cadet

MEMORANDUM OF AGREEMENT BETWEEN PROFESSOR OF MILITARY SCIENCE AND GREEN TO GOLD ACTIVE DUTY OPTION PARTICIPANT

(Office Symbol)

SUBJECT: Memorandum of Agreement (MOA) - ROTC Green to Gold Active Duty Option (ADO)
Program – Rank LAST, FIRST, MI, Last 4 SSN

1. I am accepted for participation in the ROTC Green to Gold ADO Program. I agree to maintain all regulatory requirements of the ROTC program, to include (but not limited to the following):

a. FULL-TIME STUDENT AGREEMENT. I agree to remain a full-time student in good standing at the following educational institution, _____ until I receive my degree and I am not authorized to transfer schools. A full-time student is defined as one enrolled in sufficient academic courses to receive a degree within four semesters or six quarters. This includes the required Army ROTC classes, which may be part of, or in addition to, those courses required for my degree. I agree to remain enrolled in and successfully complete the ROTC program, including Advance Camp and all training as prescribed by the Secretary of the Army or his/her designee, as a prerequisite for commissioning.

b. ACADEMIC GRADE POINT AVERAGE AGREEMENT. I agree to maintain, at a minimum, a cumulative academic grade point average (GPA) of 2.0 on a 4.0 or equivalent scale. This GPA must also be maintained for each semester or quarter. If I am required by my academic major or by the school I am attending to maintain a higher cumulative semester or quarter GPA, I agree to maintain that higher standard until the completion of the academic requirements for my degree. I understand and agree that failure to maintain the minimum academic GPA average may subject me to release from the Green to Gold Active Duty Program.

c. ROTC COURSES GRADE POINT AVERAGE AGREEMENT. I agree to maintain a minimum of 3.0 on a 4.0 or equivalent scale, cumulative semester or quarter academic GPA in all ROTC courses. I understand and agree that failure to maintain the minimum ROTC courses GPA may subject me to release from the Green to Gold Active Duty Program.

d. MEDICAL AND PHYSICAL FITNESS STANDARDS.

(1) I agree to maintain eligibility for enrollment and retention in ROTC and for commissioning as defined by statute, Army regulation, and this MOA, throughout the period of this MOA.

(2) I agree to meet and maintain the APFT standard, and the screening weight and body fat percentage required by the Army Weight Control Program (AWCP) as required of Regular Army Soldiers. These will be continuous requirements that I must continue to meet until the date I report to the Basic Officer Leadership Course (BOLC) and thereafter. Commissioning eligibility standards, including the APFT and AWCP standards, are subject to change, and I must keep myself informed of such changes through contact with the PMS. I understand and agree that failure to maintain the weight and physical fitness requirements may subject me to release from the Green to Gold ADO Program.

(3) I agree to undergo pre-commissioning drug and alcohol screening tests, normally administered during Advance Camp or as may otherwise be prescribed by USACC. If the result of any test is positive, I will be subject to release from the Green to Gold ADO Program.

(4) I agree to undergo testing for Human Immunodeficiency Virus (HIV) antibody during my pre-commissioning physical examination; normally during Advance Camp or as USACC may otherwise prescribe. If the result of the testing is confirmed positive, I will be released from the Green to Gold ADO Program.

e. DISCLOSURE OF DISQUALIFYING CONDITIONS. By executing this MOA, I represent that I meet all eligibility criteria for participation in the Green to Gold ADO Program and commissioning, as defined by statute, Army regulation, and this MOA. I represent that I disclosed any and all pre-existing medical conditions and non-medical conditions that would make me ineligible for enrollment in the ROTC program as specified in statute, Army regulations (including but not limited to [AR 145-1](#)) and this MOA. Failure to disclose any disqualifying condition, including any conditions I should know about, will subject me to immediate release from the Green to Gold ADO Program.

f. NATURE OF DUTIES AND CONSCIENTIOUS OBJECTOR STATUS. My acceptance of the terms and conditions of this agreement signifies my readiness to bear arms, to engage in and support combat operations, and to operate and support operations of approved weapons systems. If, at any time, I apply for conscientious objector status, I will be released from the Green to Gold ADO Program.

g. ADO PARTICIPANT OBLIGATION.

(1) I understand and agree that I will incur an active duty obligation upon entry into the program.

(2) If I am released for any reason, I understand that I will be required to serve out my enlistment obligation. The unexpired portion of my previous statutory enlistment obligation runs concurrently with my contractual military service obligation under this agreement.

2. I understand that the active duty obligation for participation in the program is four years. I further understand that the minimum service obligation as a commissioned officer is three years.

3. I understand that if I received an Enlistment or Selective Reenlistment bonus, I must give the end date of the bonus and will add the following statement: "I understand that if selected for this training, I will refund the percentage of the bonus equal to the percentage of obligated service I will not perform in the specified MOS. My eligibility for bonus pay ceases on the date I departed my current duty station."

4. I understand that there are no scholarship or stipend benefits associated with this program. I am aware that I can use the GI Bill, Army College Fund, and/or Pell Grant in conjunction with this program if otherwise qualified. However, I understand that I am not authorized to use any form of Tuition Assistance (TA), if it is discovered that TA is used I understand that I can be released from the ADO program and be required to repay the funds.

5. I understand that any accrued leave that exceeds 60 days by the end of the fiscal year is lost. Additionally, I understand that upon completion of the ADO program, the sale of leave is not authorized IAW **DOD FMR Vol 7000**, 7A Chapter 35.

6. I understand that upon completion of the ADO program, I will be commissioned Regular Army (RA). I further understand that I will not be authorized to participate in the Educational Delay program, nor CU&LP/CLIP programs.


**G2G ADO participant's signature
block and signature**

**PMS or Enrollment Officer's
signature block and signature**

(Date)

(Date)

Appendix O -- Sample DA 1059-1, Civilian Institution Academic Evaluation Report

CIVILIAN INSTITUTION ACADEMIC EVALUATION REPORT <small>For use of this form, see AR 623-3; the proponent agency is DCS, G-1.</small>				
SECTION I - ADMINISTRATIVE DATA <i>(To be completed by the student detachment or Installation Education Services Officer)</i>				
1. LAST NAME - FIRST NAME - MIDDLE INITIAL	2. SSN 111-11-1111	3. GRADE Enl Rnk	4. BR ARMY	5. SPECIALTY/MOSC
6. COMP RA	7. APPLICABLE REGULATION Cadet Command Regulation 145-6			
8. THIS IS A REFERRED REPORT, DO YOU WISH TO MAKE COMMENTS? <input type="checkbox"/> YES <input type="checkbox"/> NO			9. DURATION OF COURSE (YYYYMMDD) From: Thru:	
SECTION II - EVALUATION <i>(To be completed by the Civilian Institution) ATTACH AN OFFICIAL TRANSCRIPT IN DUPLICATE</i>				
10. NAME AND ADDRESS OF CIVILIAN INSTITUTION				
11. EVALUATION <i>(Evaluation of Student Performance should be based on the normal standard of performance at the institution. Identify the discipline of study, degree, and any special achievements or deficiencies noted, etc. Include aptitude for further schooling.)</i> Soldier successfully completed the Green to Gold Active Duty Option (ADO) Program. He obtained a Bachelors of Science degree in .				
DATE (YYYYMMDD)	TYPED NAME, TITLE AND TELEPHONE NUMBER SMI Information		SIGNATURE 	

Appendix P – Out-processing Documents

DATA REQUIRED BY THE PRIVACY ACT 1974

1. Authority: Section 3687, Title 10, U.S. Code
2. Principal Purpose(s): Provides a basis for reimbursement of an individual's uniform allowance upon entry on active duty.
3. Routine Use: Establishment of individual's entitlement to the allowance and ultimately to pay him/her this entitlement.
4. Mandatory or voluntary disclosure and effect on the individual not providing information: **Mandatory. Noncompliance may result in delay or denial of payment of uniform allowance.**

UNIFORM ALLOWANCE STATEMENT		
I request reimbursement for uniform allowance as provided in Chapter XXX, DODFMR Volume 7A. Specifically: (Check the block on which entitlement is based.)		
Initial Uniform Allowance – Completion of 14 days AD or ADT	Initial Uniform Allowance AD in excess of 90 days	
Active Duty Uniform Allowance		
SECTION I – INITIAL UNIFORM ALLOWANCE – Completion of 14 days AD or ADT		
Enter inclusive dates during which not less than 14 days of AD or ADT were performed:		
From:	To:	
SECTION II – INITIAL UNIFORM ALLOWANCE – AD in excess of 90 days		
1. Status immediately prior to entry on active duty:		
2. Date of final type physical examination:		
3. Date reported for AD in excess of 90 days:		
4. Cite complete authority (Issuing HQ, date of orders, etc):		
SECTION III – ACTIVE DUTY UNIFORM ALLOWANCE		
1. Date of final type physical examination:	2. Date reported for AD for an indefinite period in excess of 90 days:	3. Cite complete authority (Issuing HQ, date of orders, etc):
Signature		Date
Printed Name		SSN

Updated
January 2006

Appendix P, Out-Processing Documents (continued)

SF Form 71
DA Form 5960
DA Form 4187
DA Form 2142

Appendix Q – ADO Release Memorandums

Example (PMS)

LETTERHEAD

CODE

DATE

MEMORANDUM THRU BDE CDR info

MEMORANDUM FOR Commander, U.S. Army Cadet Command (ATTN: ATCC-ROI), 204 1st Cavalry Regiment Rd, Fort Know, KY 40121-5123

SUBJECT: Release from Green to Gold (Active Duty option) for RANK, NAME, from School

1. I Recommend RANK NAME be released for Green to Gold and assigned back to the Regular Army in an enlisted status in accordance with AR 145-1 paragraph 3-43 (appropriate sub paragraphs) and CC REG 145-6 paragraph 8-2 (appropriate subparagraph)
2. Narrative of reason for release
3. POC info

PMS Signature
PMS Signature Block

Appendix Q – Continued

Example (BD CDR)

LETTERHEAD

CODE

DATE

MEMORANDUM FOR Commander, U.S. Army Cadet Command (ATTN: ATCC-ROI), 204 1st Cavalry Regiment Rd, Fort Know, KY 40121-5123

SUBJECT: Release from Green to Gold (Active Duty option) for RANK, NAME, from School

1. I concur with PMS recommendation for release of RANK, NAME for (reason for release)
2. Recommend RANK NAME be returned to Active Duty in an enlisted status to fulfill his/her enlistment obligation
3. POC info

BDE CDR Signature
BDE CDR Signature Block

Glossary

Section I – Acronyms and Abbreviations

ACT - American College Test
AEC - Army Education Center
AG - Adjutant General
AMEDD - Army Medical Department
ANC - Army Nurse Corps
ARNG - Army National Guard
ATM - Army Transition Management
COI - Centers of Influence
CONUS - Continental United States
DOB - Date of Birth
DSN - Defense Switching Network
ESO - Education Services Officer
ETS - Expiration Term of Service
FY - Fiscal Year
GT - General/Technical
HQCC - Headquarters Cadet Command
HQDA - Headquarters, Department of the Army
IRR - Individual Ready Reserve
MACOM - Major Army Command
MEDCEN - US Army Medical Center
MEDDAC - Medical Department Activity
MOA - Memorandum of Agreement
NCOPD - Non-commissioned Officer Professional Development
OCONUS - Outside Continental United States
OPD - Officer Professional Development
PAO - Public Affairs Officer
PMS - Professor of Military Science
POC - Point of Contact
RC - Reserve Component
ROTC - Reserve Officers' Training Corps
RPI - Recruiting Publicity Item
SAT - Scholastic Assessment Test
SIDPERS - Standard Installation/Division Personnel System
SMART - Strategic Marketing, Advertising, and Recruiting Tool Book
SMP - Simultaneous Membership Program
START - Student Tracking Assessment Refinement Transfers
TACC - Total Army Career Counselor
TPU - Troop Program Unit
UIC - Unit Identification Code
USACC - US Army Cadet Command
USAREC - US Army Recruiting Command
USAR - US Army Reserve

Section II – Terms

Army College Fund

Provides for a "kicker" (bonus) in addition to basic Veterans Administration educational benefits for members who enlist in selected specialties and participate in the Montgomery GI Bill

Centers of Influence

Individuals who, by virtue of their relationship with and access to Soldier prospects, are capable of directly or indirectly influencing them to seek more information about ROTC

College of Choice

The university the Soldier prospect has preference for and apparent qualifications for enrollment.

Counterpart Program

An ROTC program tasked to establish a relationship with a nearby Army installation for the purpose of making active-duty Soldiers aware of the Green to Gold Program and to assist Soldiers with the application and transition processes

Gaining Program

An ROTC Program who receives a Green to Gold referral through the efforts of the Counterpart Program.

Lead

A pre-qualified Green to Gold prospect referred by a Counterpart Program to his or her university of choice for enrolling in Army ROTC.

Memorandum of Agreement

An agreement between the Installation Commander and the Counterpart Program defining responsibilities for the Green to Gold Program.

Pre-Qualification

A screening process conducted by the Counterpart/Gaining Program to determine a prospect's eligibility for enrollment into Army ROTC.

Section II - Terms

Prospect

A potential Green to Gold referral expressing interest in Army ROTC but not yet pre-qualified or referred by the Counterpart Program.

QUEST

Query Utilization Exchange Student Tracking System. Automated prospect referral, fulfillment, tracking and reporting system for US Army Cadet Command

Simultaneous Membership Program

A program that provides for concurrent enrollment in the ROTC Advanced Course and enlisted membership in an ARNG or USAR troop program unit as an officer trainee

Transition Management

The Army's program to assist Soldiers in transitioning from active-duty to civilian life, providing assistance in education, job placement or retirement services as needed by Soldiers. The program encourages Soldiers to consider reenlistment or enlistment in the US Army Reserve or National Guard.