

## Warrant Officer Application Checklist

Submit legible copies in checklist order. Reference website for application submission instructions.

**Applicant Name (Last, First, MI / Rank):**

**WOMOS 1:**

**WOMOS 2:**

**WOMOS 3:**

**Board Packet:**

- DA Form 61: Application for Appointment
- UF 3.3: Company Commander LOR (*or applicable 1<sup>st</sup> level UCMJ authority*) - Must be digitally signed
- UF 3.3: Battalion Commander LOR (*or applicable 2<sup>nd</sup> level UCMJ authority*) - Must be digitally signed
- UF 3.3: Group Commander LOR (*or authorized representative*) - 180A and 311A ONLY- Must be digitally signed
- UF 3.3: Senior Warrant Officer LOR (*check MOS prerequisites*) - Must be digitally signed
- OSJA MFR: 270A ONLY
- UF 3.2: Resume
- Soldier Record Brief (SRB) or equivalent
- Evaluation Reports (*up to 10 yrs worth*) and Academic Evaluation Reports (1059s)
- College Transcripts (*official or unofficial*)
- Professional certificates or licenses
- SIFT Results - signed - 153A ONLY

**Supporting Documents:**

- S2 Security Clearance Verification Review (*signed by S2 or SSO*)
- UF 3.1: Physical Coversheet
- DD Form 2808: Report of Medical Examination, page 1 - stamped - 150A and 153A ONLY
- DA Form 160: Application for Active Duty
- DA Form 7434: Application for US Army Marine Certification - 880A and 881A ONLY
- Statement of Understanding
- DD Form 368: Request for Conditional Release- Reserve and Interservice Transfers ONLY
- Official Conditional Release approval message - Interservice Transfers ONLY
- Conditional Rank Resignation Memorandum - Commissioned Officers ONLY
- Conditional Branch Release Memorandum - Army Commissioned Officers ONLY
- DD Form 330: Language Proficiency Questionnaire (*at least 1/1 proficiency*) - 180A ONLY
- Assessment MFR/JQR Memo - 170D ONLY
- REDD Report/GT Conversion - Interservice Transfers ONLY
- DA Form 705: ACFT Scorecard (*signed by Army E-5 or higher*) - Interservice Transfers ONLY
- Tattoo Validation Memorandum - Interservice Transfers ONLY
- DA 5500/5501: Body Fat Content Worksheet (*if not IAW height/weight in AR 600-9, Table B-1*)
- Medical Waiver/Review: DD 2808, DD 2807-1, Commissioning labs, medical treatment/pharmacy records, and applicable profile(s)
- Tattoo ETP: self-signed memo, supporting documents (*if not IAW AR 670-1, dated 26 January 2021 and Army Directive 2022-09, dated 23 June 2022*)
- Conduct Waiver: self-signed memo, supporting documents (*as identified on DA Form 61, block 26*)
- Serious Conduct Waiver: additionally require GO endorsement and case summary in Word
- Age ETP: self-signed memo (*if older than 32 at time of WOSB - 153A or 46 at time of appointment to WO1 - TECH*)
- AFS ETP: self-signed memo (*if more than 8 yrs - 153A or 12 yrs - TECH by date on DA 61 block 42*)
- AFCS ETP: self-signed memo (*if more than 48 months - 153A Commissioned Officers ONLY*)
- Prerequisite Waiver: self-signed memo (*check MOS prerequisites*)
- Checklist: signed by S-1 OIC/HR Tech, unit CSM or SEA, and recommending SWO

**Completed and authenticated by S-1 OIC or HR Tech**

I certify the applicant is not flagged or barred from re-enlistment. I certify applicable tattoos are in compliance with AR 670-1 and properly documented in iPERMS.  
 Certifying Official (printed name and title): \_\_\_\_\_ Signature: \_\_\_\_\_

**Completed and authenticated by unit CSM or SEA**

I certify the applicant is not on Drill Sergeant assignment instructions – ARMY ONLY.  
 Unit CSM or SEA (printed name and title): \_\_\_\_\_ Signature: \_\_\_\_\_

**Recommending Senior Warrant Officer**

Reviewer (printed name and title): \_\_\_\_\_ Signature: \_\_\_\_\_