

## 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)
- UF 3.3: Battalion Commander LOR (or applicable 2<sup>nd</sup> level UCMJ authority)
- UF 3.3: Group Commander LOR (or authorized representative) - 180A and 311A
- ONLY UF 3.3: Senior Warrant Officer LOR (check MOS prerequisites)
- 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, APPROVED
- Official Conditional Release approval message - Interservice Transfers ONLY
- Conditional Rank Resignation Memorandum - Commissioned Officers ONLY
- Conditional Branch Release Memorandum - Army Commissioned Officers ONLY
- TABE Score (check MOS prerequisites)
- 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: APFT 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)
- Tattoo ETP: self-signed memo, supporting documents (if not IAW AR 670-1 May 2017)
- 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: \_\_\_\_\_