

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 1st level UCMJ authority)
 UF 3.3: Battalion Commander LOR (or applicable 2nd 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)
 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 (Aviators, Engineers, Mechanics, Communications)
 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, 881A ONLY
 Reenlistment document (if SRB displays less than 12 months remaining on contract)
 Statement of Understanding
 DD Form 368: Request for Conditional Release, APPROVED
 Official Conditional Release approval message – Interservice Transfers
 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
 REDD Report/GT Conversion - Interservice Transfers ONLY
 DA Form 705: APFT Scorecard (signed by Army E-7 or higher) - Interservice Transfers ONLY
 Tattoo Validation Memorandum - Interservice Transfers ONLY
 DA 5500/5501: Body Fat Content Worksheet (if not ICW 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 (Moral) Waiver: self-signed memo, supporting documents (as identified on DA Form 61, block 26)
 Serious Conduct (Moral) Waiver: additionally require GO endorsement and case summary in Word
 Age ETP: self-signed memo (if older than 32 - 153A or 46 - TECH at the time of the WOSB)
 AFS ETP: self-signed memo (if more than 8 yrs - 153A or 12 yrs - TECH by date on DA 61 block 42)
 Prerequisite Waiver: self-signed memo (check MOS prerequisites)
 Remaining Documents
 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: