

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: