

**USAREC TRAINING CIRCULAR 5-03.5  
LEADING FUTURE SOLDIERS**



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# ***SUMMARY of CHANGE***

USAREC Training Circular 5-03.5  
Leading Future Soldiers

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- Updated The Doctrine Division mailing and email addresses.

# Leading Future Soldiers

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## **Preface**

UTC 5.03.5 - The United States Army Recruiting Command (USAREC) publication, USAREC Training Circular (TC) 5-03.5, Leading Future Soldiers, expands on the fundamental concepts and requirements introduced in USAREC Manuals 3-0, 3-30, 3-31, 3-32. This USAREC TC provides common concepts and techniques to execute Future Soldier training and support Future Soldiers. USAREC is responsible for preparing men and women who have enlisted in the U.S. Army for Initial Military Training (IMT). USAREC leaders use the Future Soldier Training Program (FSTP) to motivate Future Soldiers to honor their commitment to join the Army, and to remain qualified and learn more about the Army while they wait to depart to their IMT. The FSTP also addresses questions and concerns by persons close to the Future Soldier and assists the recruiter in gaining referrals for others who may be interested in joining the Army.

## **Purpose**

The purpose of this USAREC TC is to provide information, along with commonly used tactics, techniques, and procedures (TTPs), to conduct effective Future Soldier training while keeping the best interests of the Future Soldier and the Army in mind.

## **Scope**

This training circular is the primary user manual for Future Soldier training and management. Recruiting personnel should also read USAREC Manual 3-0 (Recruiting Operations), USAREC Manual 3-31 (Recruiting Station Operations), USAREC Manual 3-30 (Recruiting Company Operations), USAREC Regulation 601-210, Chapter 17, and AR 601-2, Chapter 6, to understand the operations and requirements at both company and station levels. Critical tasks for recruiters are accessible through the Central Army Registry (CAR).

## **Applicability**

This circular applies to all recruiting station activities regardless of the recruiting mission type (Non-prior Service (NPS), Army Medical Department (AMEDD), Chaplain, and Special Operations Recruiting Battalion (SORB)).

## **Administrative Information**

The proponent for this publication is the Doctrine Division, G-3/5/7, Headquarters, United States Army Recruiting Command. Send comments and recommendations on Department of the Army (DA) Form 2028, Recommended Changes to Publications and Blank Forms (Jun 2018), to HQ USAREC, ATTN: Doctrine Division, 1307 Third Avenue, Fort Knox, KY 40121, or by email to [usarmy.knox.usarec.list.doctrine@army.mil](mailto:usarmy.knox.usarec.list.doctrine@army.mil).

## Chapter 1

# Future Soldier Orientation

1-1. The Future Soldier Orientation is the first meeting the recruiter and Future Soldier will have following enlistment into the Delayed Entry Program (DEP). The information provided during the orientation will set the tone for the Future Soldier while in the Future Soldier Training Program (FSTP), and it is critical to give the Future Soldier all the information they need to mitigate any potential issues that may arise prior to shipping to Initial Military Training (IMT).

### SCHEDULING THE ORIENTATION

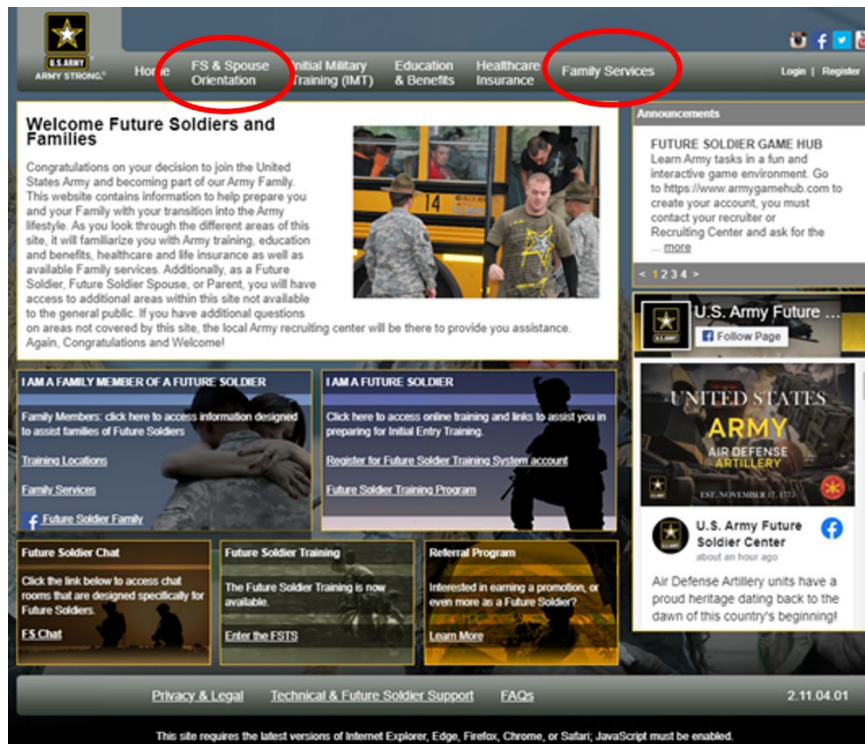
1-2. The Future Soldier's motivation and excitement will be the highest immediately after enlistment; therefore, it is imperative that you, the recruiter meet with each Future Soldier to reinforce their commitment, answer questions, and inform them of their individual responsibilities while in the FSTP. Recruiters will meet with each Future Soldier no earlier than three days and no later than ten days after enlistment. You can conduct orientations just about anywhere, but you must ensure you have the necessary tools and connectivity required to perform all required tasks. When scheduling the Initial Orientation, inform the Future Soldier to bring the Military Entrance Processing Station (MEPS) issued Welcome Kit (Recruiting Publicity Item (RPI) 200), enlistment documents and a list of questions he or she may have.

1-3. Recruiters should invite influencers to attend orientation with the Future Soldier so that they understand what the Future Soldier enlisted for, the benefits they will receive, and what is required of the Future Soldier while in the training program. Influencers are any immediate family member (spouse, parent, guardian, grandparent, brother, or sister) or other friends who cultivated the Future Soldier's interest in joining the Army. Influencers were critical in the Future Soldier's decision-making when deciding to enlist into the Army and are just as important while the Future Soldier is in the training program. Involve influencers in every step of the process since they are the ones the Future Soldier looks to for guidance and direction and are key players in keeping the Future Soldier motivated. The best way to involve influencers is to invite them to every event the Future Soldier attends. In doing so, the recruiter builds trust and rapport with the influencer, and they will be there to help if the Future Soldier's commitment begins to falter.

### CONDUCTING THE ORIENTATION

1-4. Conduct the Future Soldier orientation using the FS & Spouse ORIENTATION tab of the [www.futuresoldiers.com](http://www.futuresoldiers.com) website. (See Figure 1-1). The ENLISTED ORIENTATION gives you a bulleted list of topics covering the entire enlistment and shipping process. The orientation should be a naturally flowing conversation that covers all the topics pertinent to the Future Soldier's unique needs and situation. Recruiters will introduce married FS & SPOUSE ORIENTATION And FAMILY SERVICES tab for information relating to childcare and family assistance. Additional material needed to conduct the orientation effectively is the Future Soldier Welcome Kit (RPI 200), the Future Soldier's enlistment documents and DD Form 2983, the Recruit/Trainee Prohibited Activities Acknowledgment form.





**Figure 1-1. Futuresoldier.com website – Orientation**

1-5. During the orientation, the recruiter will discuss the following areas:

- Provide a short overview of and discuss the Army’s Sexual Harassment/Assault Response and Prevention Program, known as SHARP. (This does not replace mandatory Leader Led Training prior to shipping.)
- Review the Future Soldier Welcome Kit (RPI 200).
- Introduce the Basic Training packing list to the Future Soldier. (See Figure 1-2. below)
- Discuss the Future Soldier’s enlistment options, and projected ship date.
- Review the Statement of Understanding with Future Soldiers who have the Partnership for Your Success (PaYS) option. Discuss and answer questions on the PaYS program with the Future Soldier. Ensure they understand the benefits of the program.
- Discuss Concurrent Admission Program (ConAP) and complete the ConAP College Referral form.
- Discuss the opportunity for advanced rank while in the Future Soldier Training Program.
- Discuss any financial questions and/or concerns the Future Soldier may have and introduce the SF1199, Direct Deposit Form. Explain the importance of establishing a bank account shortly after enlistment with ample time prior to shipping.
- Assist the Future Soldier in creating a GoArmy.com account.
- Introduce the Future Soldier to the Future Soldier Training System (FSTS) by clicking the “Enter the FSTS” link, located at the bottom of the Enlisted Orientation page. Have the Future Soldier log into the FSTS using their goarmy.com username and password and provide an overview on the training modules.
- Discuss the importance of maintaining mental, physical, and moral eligibility.

- Discuss the requirements and schedule a date to conduct the Occupational Physical Assessment Test (OPAT).
- Review and explain prohibited activities. Fill out and sign DD Form 2983, Recruit/Trainee Prohibited activities Acknowledgment form (Fill out in accordance with UR 27-4).
- Discuss the requirement for the Future Soldier to contact their recruiter every two weeks and have one office meeting with the Future Soldier each month.
- Create Social profile for the Future Soldier.
- Provide the Future Soldier with the near-term training schedule.

What To Wear and Bring List		
ITEM	MALE	FEMALE
<b>CLOTHING</b> (Please see Note 2)		
Wear casual, comfortable clothing: • Shirt or blouse (no obscene graphics) (no halter tops or cut-off T-shirts) • Slacks or jeans without rips or torn (no shorts or cut-offs) • Complete underwear (You'll get a mini-physical on ship day, no thongs) • Pair of comfortable, shoes (preferred athletic running or cross training, suitable for walking and running) extended standing (no high heels) and socks • Coat or jacket (seasonal)	1 1 1 1 As needed	1 1 1 1 As needed
Bring change of underwear: (male – briefs, female – briefs and bras) white, black or neutral, no thongs	3	3
Pair of <b>Black</b> , calf-length athletic socks (no logos or markings)	1	1
Bring feminine sanitary items (1 week supply)		As needed
<b>MINIMAL PERSONAL HYGIENE ARTICLES</b> (See note 3, FAA/TSA compliant liquid/gel/cream/paste items must fit in one (1), one quart zip lock bag, each liquid/gel/cream/past can not exceed 3.4oz).		
Shampoo and conditioner ( 3.4 oz)	As needed	As needed
Soap (1 bar soap or 3.4 oz liquid soap)	1	1
Antiperspirant/deodorant (stick, non-aerosol only)	1	1
Toothbrush and toothpaste 3.4oz	1	1
Disposable/safety shaving razor (non-electric)	1	1
Shower shoes (all rubber open toed flip flops)	1	1
One washcloth and towel	1	1
Shaving cream 3.4oz (non-aerosol)	1	As needed
Comb, brush, hair accessories (black or matching hair color) Hair color must be natural, w/o color or dyes	As needed	As needed
<b>EYEGLASSES</b> If prescribed, with prescription if available. No faddish/stylish eyewear.		
<b>LOCK:</b> Combination or padlock with two keys (additional lock will be purchased at the PX)		
<b>ALL IMPORTANT PERSONAL DOCUMENTS INCLUDING</b> (Check with an Army recruiter See note 4)		
Government-issued photo ID card / Social Security Card / Proof of Citizenship (if required)		
Marriage certificate, family birth certificates, and their SSN (if married or legally supporting)		
Childhood and adolescent immunization records if available		
Copies of lease documentation or rental contract (if required)		
Required prescription medications (in original pharmacy container with your name and/or a doctor's prescription. No suppliments or over the counter drugs.		
<b>FINANCE</b>		
Not to exceed \$100 in cash, traveler's checks or money orders		
Checkbook and/or ATM card with access to direct deposit account for military pay (must have active account accessed within the last 6 months)		
Trainee will receive a \$350 Smart card for purchases at the training base, this will be enough to purchase needed items you are not issued and replace items above.		
<b>NOTES</b>		
1. All items must fit into the Army Future Soldier bag or small airline approved "carry on" suitcase or gym bag. Mobile Phones are highly encouraged to communicate with family or contact travel assistance.		

Figure 1-2. Basic Training packing list to the Future Soldier.



## **HOMETOWN RECRUITER ASSISTANCE PROGRAM (HRAP)**

1-6. Recruiters should cover the benefits of The Hometown Recruiter Assistance Program (HRAP). HRAP serves as a significant multiplier providing recruiting personnel with referrals for enlistments. HRAP Soldiers that return home after successful completion of initial military training (IMT) share their Army story and explain their entitlements and benefits. This is valuable because their experience is current, and their family and friends are often impressed by their noticeable transition from civilian to Soldier. (See USAREC Pam 601-2 for HRAP guidance)

1-7. Other topics for discussion during the initial orientation may consist of:

- Spousal and dependent care (if applicable)
- Family Services (Exceptional Family Member Program (EFMP), Morale, Welfare and Recreation (MWR), Army Community Service (ACS))
- Healthcare and life insurance
- Educational Benefits (GI Bill, Student Loan Repayment Program, Tuition Assistance)

1-8. Some Future Soldiers experience a sense of buyer's remorse, a feeling of regret after making a life-changing decision. The orientation works to counter this uncertainty by reinforcing the Future Soldier's decision and combating the fear of the unknown. The more informed a Future Soldier is, the more self-assured they become in their decision to enlist.

## Chapter 2

# Future Soldier Physical Fitness

2-1. Physical fitness is one of the most important factors that contribute to the success of a Future Soldier while at IMT. Future Soldiers may encounter the most rigorous activity they have ever experienced and being physically fit before training will make the transition easier. Future Soldiers will need direction and motivation from the recruiter to help them start a new training regimen that will prepare them for IMT training.

2-2. Physical training consists of the Occupational Physical Assessment Test (OPAT), Future Soldier Physical Training (PT), and the Army fitness test of record. Each component serves a distinct purpose, and all are equally important in preparing the Future Soldier for training. Prior to conducting any type of physical training, recruiting personnel will conduct a risk assessment and complete all necessary documentation as listed in USAREC Reg 601-210, Chapter 17.

### OCCUPATIONAL PHYSICAL ASSESSMENT TEST (OPAT)

2-3. The OPAT is a series of four physical performance tests used to assess an individual's physical capabilities. It provides measurements of upper and lower body power, lower body strength, and aerobic capacity and is a qualification for the Future Soldier's chosen Military Occupational Specialty (MOS). Future Soldiers can elect to retake the OPAT as many times as needed to qualify. If the Future Soldier does not obtain a qualifying score within 30 days from shipping to IMT, the Future Soldier will need to renegotiate their contract. Once the OPAT is complete, the recruiter will upload the scorecard and consent form into Recruiter Zone (RZ). For more detailed information, review the OPAT section of the Enlisted Eligibility Processing Division site:

<https://recruiting.rsn.army.mil/hq/G3/EEPD/SitePages/Policy.aspx>

### PHYSICAL TRAINING

2-4. Weekly physical fitness training fosters esprit de corps, builds strength and endurance, and provides the recruiter a method to interact with the Future Soldier on a regular basis. Recruiters can conduct Future Soldier PT as often as desired but should conduct some form of PT with Future Soldiers twice a month at a minimum. Conduct Future Soldier PT independently of any Future Soldier events or functions, if possible, and follow the guidelines listed below.

- Complete and sign the following documents prior to each Future Soldier physical training session:
  - USAREC Form 601-210.24, US Army Future Soldier Training Program Statement
  - USAREC Form 601-210.27, Medical Safety for Future Soldiers Physical Training Program
  - DD Form 2977, Deliberate Risk Assessment Worksheet 3
- The training period should not exceed 90 minutes, including stretching and warm-up activities. Exceeding these limits may result in government liability for statutory entitlements.
- Although Future Soldiers participate voluntarily, remind them that physical training is an individual responsibility and encourage them to do some form of physical training on their own.

### ARMY PHYSICAL FITNESS TEST (APFT)

2-5. Passing the Army fitness test of record is a critical benchmark for a Future Soldier. Along with the completion of all required training on the Basic Training Task List and enlistment of a referral provided by the Future Soldier prior to shipment of IMT, passing the fitness test is one of the requirements for a Future Soldier to earn an advanced rank. More importantly, successful completion of the fitness test will prove to the Future Soldier that they have the physical strength and stamina to meet the graduation requirements of IMT.

## ARMY POCKET PHYSICAL TRAINING GUIDE

2-6. The Army Pocket Physical Training Guide (RPI 237) provides Future Soldiers with training plans and goals to enhance their performance before shipping to IMT. The guide provides four comprehensive training plans and corresponding schedules based on the Future Soldier's physical ability. Review the plans and schedules starting on page 98 of the RPI that are appropriate to each Future Soldier's needs:

- Training Schedule #1- is the training schedule for the Future Soldier who meets the contractual obligations as outlined in the enlistment contract. It improves the Future Soldier's overall fitness level.
- Training Schedule #2- is the training schedule for the Future Soldier who may be lacking in lower body endurance. It improves the Future Soldier's two-mile run time.
- Training Schedule #3- is the training schedule for the Future Soldier who lacks upper body or core strength. It increases the number of push-up and sit-up repetitions.
- Training Schedule #4- is the training schedule for the Future Soldier who lacks overall strength and endurance.

## Chapter 3

# Future Soldier Training

3-1. Future Soldier training introduces the Future Soldier to the subjects and training styles that they will experience in IMT. Future Soldiers will be better prepared for training if they are familiar with the subjects in advance. Learning the different tasks will help remove any doubt while keeping the Future Soldier motivated and focused on shipping. At a minimum, station commanders must ensure that Future Soldiers receive training on the Leader Based Training tasks. Knowing these skills will help facilitate the transformation from civilian to Soldier. Classes are available on the [Leader Led Training](#) folder located on the Future Soldier Training page in the G-3 Programs site.

3-2. Leader Based Training consist of:

- SHARP / Unauthorized Relationships (Mandatory Ship Requirement)
- Army Suicide Prevention - ACE
- Resiliency Training Phase I
- Resiliency Training Phase II
- Resiliency Training Phase III

## FUTURE SOLDIER TRAINING SYSTEM (FSTS)

3-3. FSTS is a training program designed to assist the recruiter in teaching the Future Soldier the subjects listed on the basic training task list. Though the FSTS does not replace one-on-one mentorship, it is a self-paced program that allows Future Soldiers to complete training on their own time, using any computer or mobile device with internet capability. Recruiters may elect to train the tasks in individual or group settings and use the FSTS to reinforce their collective training. The Future Soldier accesses the FSTS by logging into [www.futuresoldiers.com](http://www.futuresoldiers.com) using their GoArmy username and password.

3-4. Recruiters can log on to the Future Soldier Dashboard located in IKROme to track their Future Soldiers' progress and provide additional training and assistance in areas where the Future Soldier may struggle. The dashboard will display the modules completed, score received on any assessments, and the last time the Future Soldier logged onto the system. Failure to participate in on-line training may be an indication of the Future Soldier's lack of commitment causing a possible Future Soldier Loss.

## FUTURE SOLDIER GAME HUB

3-5. The Future Soldier Game Hub is an online gaming platform that assists the Future Soldier in learning the common Army tasks and Basic Training Task List (BTTL) in a fun, entertaining way. As the Future Soldiers complete the games, they will receive training indicators that will tell them when to log in to their [www.futuresoldiers.com](http://www.futuresoldiers.com) account and attempt the course exams. The Future Soldier Game Hub is not a replacement for the FSTS, but another tool for Future Soldiers to become familiar with the basic Army skills needed, prior to shipping to basic training. The website for the Future Soldier Game Hub is [www.armygamehub.com](http://www.armygamehub.com). (See also the Future Soldier Game User Guide for more information).



**Figure 3-1. Army Game Hub Website.**

3-6. The Required Training (Basic Training Task List (BTTL) - required for advanced enlistment rank), is on the “Required Training” Tab. These classes prepare the Future Soldier for the challenges they will face in IMT. The BTTL tasks include:

- Army Values and History
- First Aid
- General Orders
- Land Navigation
- Customs, Courtesies, and Traditions
- Military Time
- Phonetic Alphabet
- Rank Structure
- Voice Communication

3-7. Additional classes located on the FSTS are:

- Financial Management (Mandatory Ship Requirement)
- Chain of Command
- Combat Trafficking in Persons
- Drill and Ceremonies
- Equal Opportunity
- FS Physical Fitness
- The Performance Triad (P3)

## Chapter 4

# Future Soldier Follow Up and Losses

### FUTURE SOLDIER FOLLOW UP

4-1. Effective follow-up is essential for an effective Future Soldier Program. Follow-ups can be telephonic, face-to-face, or conducted using social media. Commanders and station commanders must stress the importance of open lines of communication between recruiters and Future Soldiers. Regularly scheduled follow-ups allow the recruiter to gauge the current ship potential of Future Soldiers, reinforce the Future Soldier's decision to enlist and make them feel they are already a part of the Army team. During a follow-up, recruiters need to discuss mental, physical, and moral eligibility to ensure the Future Soldier remains qualified to ship to IMT. Ask Future Soldiers for new leads, update the status of individuals they previously referred, and discuss any upcoming events or functions. In the absence of the recruiter (due to leave, temporary duty, etc.), the station commander or another recruiter should conduct the follow-ups. Incorporate the following guidelines regarding how to manage FS follow up sessions effectively:

- Conduct weekly follow-ups during the last 45 days of being in the Future Soldier Program, alternating between telephone and face-to-face contact.
- Conduct Face-to-Face visits every week for Future Soldiers that require taping or are close to maximum body fat percent.
- Conduct telephonic follow-ups every two weeks after the first 45 days of being in the Future Soldier Program.
- Conduct Face-to-face meetings once a month.
- Conduct Face-to-face contact three days prior to ship date.
- Include Influencers in both telephonic and in-person follow-ups to keep them informed and involved.

4-2. Station commanders reinforce and assist the recruiter's efforts to maintain the Future Soldier's positive attitude and commitment. Station commander should contact at least 25% of the Future Soldiers weekly. In addition, the station commander should contact all Future Soldiers that reach 60 days, 30 days, and 3 days prior to their ship date. This will help identify any unknown issues with the Future Soldier and ensure they remain qualified and prepared to ship to IMT. During the follow-up, the station commander should discuss:

- Height and weight.
- Medical issues or concerns.
- Law violations.
- Any change in or with dependents.
- Changes in educational status.
- Completion of required training.
- Questions or concerns the Future Soldier or influencer have.

4-3. Company commanders and 1SGs should review Future Soldiers' records during each recruiting station visit. This allows proactive management of the FSTP to identify positive or negative trends.

### FUTURE SOLDIER SHIP POTENTIAL

4-4. Station commanders and recruiters will assess their Future Soldiers' propensity to ship and assign each Future Soldier a ship potential code. The code is derived from a multitude of events that occur while the Future



Soldier is in the program. A ship potential code of GREEN represents a qualified Future Soldier who is prepared to ship; Amber indicates the Future Soldier is experiencing issues and maybe a potential waiver or loss, and RED represents certain loss due to disqualification or issues which cannot be resolved before the ship date. Station commanders identify the ship potential each Future Soldier’s electronic record at the initial orientation. During the Future Soldier’s time in the training program, his or her status may change and will be updated accordingly to allow interaction/action from leaders. The following chart provides examples of each Ship Potential Code and what they could mean. (See USAREC Regulation 601-210, Chapter 17).

Color Codes	Examples
<b>RED</b>	<b>Significant life changing event (Scholarship, inheritances).                      Pregnancy.                      Excessive weight gain; failing BF%                      Non-waivered medical condition; non-waivered law violation.                      No contact.                      Failure to meet graduation requirements (attendance, grades).</b>
<b>AMBER</b>	<b>Poor attendance at school.                      Overweight or underweight.                      Changes in dependent status.                      Changes in employment status.                      Avoiding follow-ups with recruiter</b>
<b>GREEN</b>	<b>Member in good standing of all classes ( secondary and post-secondary).                      Performs PT and completing FS tasks.                      Ready to ship.                      Solid commitment.                      Regularly attends FSTP functions, and regularly provides referrals</b>

Figure 4-1. Future Soldier Ship Potential Indicators

## FUTURE SOLDIER CENTER

4-5. The Future Soldier Center (FSC) augments the recruiting force in the operation of a successful Future Soldier Program. The FSC does not take the place of the recruiting station but provides an additional line of communication between Recruiters, Future Soldiers, and influencers. The FSC personnel's military background allows them to relate to Future Soldiers and Family Members and address questions or concerns with appropriate responses. See UR 601-210, Chapter 17.

## COURTESY SHIP

4-6. A courtesy ship is a Future Soldier who wishes to ship from an area outside the geographical boundaries of the recruiting battalion through which he or she joined the military. This can happen when a Future Soldier graduates from college, visits distant relatives, or moves prior to shipping to training. The recruiter will take the following actions to process a Future Soldier that will be shipping from a different location:

- Obtain all information concerning the Future Soldier's destination and annotate it in the Future Soldier's record.
- Inform the station commander of the new location from which the Future Soldier will ship.
- Provide the name and telephone number of the new location's station commander and instruct the Future Soldier to contact the station commander upon arrival.
- Explain to the Future Soldier that the new station commander will be responsible for his or her final processing and transportation to the MEPS. Emphasize the importance of maintaining contact with the new station commander.
- Courtesy shippers will remain the responsibility of the station commander that was responsible for the individual joining the Army.

4-7. The station commander will:

- Notify the company leadership.
- Contact the gaining recruiting station commander and coordinate follow-up.
- Provide the gaining station commander's name and contact information to the Future Soldier.
- Ensure the Future Soldier's electronic record is up to date.

4-8. A complete list of required actions is found UR 601-210, Chapter 18.

## FUTURE SOLDIER ASSET INVENTORY

4-9. The company commander will conduct a Future Soldier Asset Inventory (FSAI) on each Future Soldier 60 days from ship day, and again at 30 days from ship day. This FSAI will assist in identifying potential ship issues in time to prevent a FS or training seat loss. The company commander will initiate the FSAI using the questions listed in Table 17-1 of UR 601-210. All answers that indicate that the Future Soldier is not ready or able to ship to training will be documented in the "Comments" section of the Future Soldier record, and the commander will update the Future Soldier's ship potential in Recruiter Zone. Commanders will report the FSAI contact percentages and results to battalion operations on a monthly basis.

## FUTURE SOLDIER LOSSES

4-10. The key to minimizing Future Soldier losses and maintaining a successful Future Soldier Training Program is developing and implementing activities to keep the Future Soldier engaged and motivated. Recruiters need to stress the importance of staying mentally, morally, and physically qualified. While Future Soldier losses are inevitable, paying attention to the warning signs and maintaining a positive, challenging, and inspiring FSTP will minimize the number of losses a recruiter will take. Active involvement and effective counseling will create a

positive environment that will result in a higher percentage of your Future Soldiers shipping to IMT. A detailed explanation of the most common and procedures to identify and overcome possible outcomes follow:

- **ENLISTMENT APPREHENSION (EA)** Enlistment apprehension is one of the most common losses that recruiters experience. Fear of shipping to training (the unknown) can also be an indication of a Future Soldier not being properly prepared for training. This can be overcome with positive reinforcement and open communication with the Future Soldier and influencers.
- **FAIL TO GRADUATE (FG)** – Many of our Future Soldiers are still enrolled in educational institutions while awaiting their ship date to IMT, and Future Soldiers occasionally fail to achieve the proper educational credentials required for graduation. Some will fall behind in classes or fail exams and may no longer be eligible for enlistment. Some reasons for a “fail to grad” may be the Future Soldier became too relaxed and failed to make their education a priority, or they may have been experiencing issues in school before they enlisted that were never resolved. Some ways to identify and resolve potential fail to grad losses include:
  - During the initial orientation, counsel the Future Soldiers on the importance of maintaining good grades.
  - While in the FSTP, request transcripts and progress reports from the school counselor quarterly to evaluate the Future Soldier’s performance.
  - During school visits, make an emphasis to talk to the Future Soldier’s teachers and counselors to gauge their conduct and performance.
  - Review the school’s policy on how many days of school a student can miss before the school holds them truant.
  - Look at alternate methods to make up lost credits, such as summer school, virtual courses, and extra credit.
  - If the Future Soldier is struggling in their classes, look to other Future Soldiers in the FSTP that can assist them with challenging subjects or form a study group.
- **MORAL OR LEGAL** – There will be cases when a Future Soldier gets into trouble or receives a law violation after enlistment. To minimize the chance of this occurring, recruiters should have honest and straightforward discussions about Future Soldiers’ conduct while in the Future Soldier Program. Future Soldiers need to understand that the Army will not tolerate negative behaviors and it may subject them to discharge from the FSTP. A good rule of thumb is to conduct safety briefings on a routine basis and talk about violations such as speeding tickets and drug / alcohol use. Recruiters need to stress the importance of living the seven Army Values.
- **TEMPORARY MEDICAL DISQUALIFICATIONS** – Preparing a Future Soldier for the physical rigors of basic training can be a labor-intensive operation. Medical injuries that occur while in the FSTP cannot be completely avoided. After enlistment, many Future Soldiers want to increase their activities to prepare for IMT, but the wrong methods could prove to be detrimental. Initially, it’s best to conduct physical training with Future Soldiers until they master the proper techniques. Using the pocket physical training guide (RPI 237) with the proper nutrition and adequate rest will give them a guideline to start with and diminish the possibility of injuries.
- **WEIGHT STANDARD (WS)** – Regardless of their condition when they enlist, Future Soldiers must meet the Army’s height and weight standards prior to shipping to IMT. Many will not meet the maximum weight standards for their height and must be taped to ensure they meet the Army body fat requirements. The responsibility then falls on the Future Soldier and the recruiter to ensure the Future Soldier stays within the allowable standards. During the initial orientation, discuss the Future Soldier’s current height/ weight and measurements. Set reasonable goals the Future Soldier can achieve while in the FSTP. Check and validate progress periodically to measure success or setbacks and give clear concise guidance. It is also important to pay attention to the Future Soldiers that are below the minimum weight standards. Other techniques to assist overweight Future Soldiers include:

- Counsel all Future Soldiers about staying within the required weight standards and discuss the possible consequences of not meeting the body fat standards.
- Discuss healthy eating habits and conduct physical training with Future Soldiers.
- Conduct HT/WT monthly on all Future Soldiers.

## Chapter 5

# Future Soldier Functions

5-1. Future Soldier Training functions allow recruiters to motivate, train, and inspire their Future Soldiers while providing them the opportunity to meet and associate with their peers, build camaraderie, and reinforce their decision to enlist. They also provide recruiters with an opportunity to secure additional referrals through interaction with Future Soldiers and influencers.

5-2. Always try to conduct training with authentic military equipment (if available) to add realism and establish familiarity. Make coordination with local businesses, Army Reserve, and National Guard units in the surrounding area. They may be able to supply vehicles or equipment (static displays), informal TAIR teams for demonstrations, and camouflage nets for round-robin style training events.

5-3. The company commander and first sergeant are responsible for determining the purpose for Future Soldier functions within their commands in accordance with current regulatory guidance. Leaders will, at a minimum:

- Publicly promote Future Soldiers who earn advanced rank to motivate and encourage other Future Soldiers to provide referrals and complete the required training in the FSTS.
- Encourage Future Soldiers to attend all training functions. Future Soldier training functions provide comradery and a sense of esprit de corps to the Future Soldier.
- Encourage Future Soldiers to bring multiple guests to Future Soldier functions to generate interest in the community and generate additional referrals.

## FUTURE SOLDIER REFERRALS

5-4. Referrals are one of the most effective combat multipliers to the recruiting effort. Not only do referrals provide Future Soldiers with the opportunity to earn advanced rank before shipping to IMT, but they also greatly assist recruiters in meeting mission. Use the following techniques to generate quality referrals from Future Soldiers:

- Discuss the opportunity for promotion from referrals with every Future Soldier assigned to the station.
- Challenge each Future Soldier to provide a specific number of referrals weekly.
- Ask Future Soldiers about their friends, family members, significant others, and/or fellow students that may be interested in discussing Army opportunities with a recruiter.
- Publicly reward Future Soldiers for their efforts. Provide certificates or awards to Future Soldiers who meet referral goals.

## Chapter 6

# Army Reserve Future Soldiers

6-1. Future Soldiers that enlist into the Army Reserve access on the day they enlist rather than on their ship day like their Regular Army counterparts. Although they are full members of the Army Reserve, enlistees will still participate in the Future Soldier Program until they ship to training.

6-2. Recruiters will escort Army Reserve Soldiers to their unit of assignment to ensure they in-process. Recruiters will also escort new Army Reserve Soldiers to their next planned battle assembly. Prior to attending, the recruiter will telephonically contact the unit of assignment to coordinate a date and time for the new member's sponsorship appointment, annotate the date and time of the unit appointment and unit point of contact in the contact history screen of the new Soldier's electronic record, and ensure the new member has all documentation to assist with the in-processing into the Troop Program Unit (TPU), to include SF 1199A (Direct Deposit Sign-Up Form). Once coordination with the unit of assignment is complete, provide AR Future Soldiers with specific details during their Future Soldier Orientation, and maintain contact with them until their scheduled ship dates.

6-3. Periodically, AR Future Soldiers earn advanced rank prior to shipping to IMT. Recruiting personnel will complete the UF 601-210.23 on each Future Soldier qualifying for an advanced rank and forward the form to the TPU commander for signature. Upload the UF601-210.23 and associated promotion documents (DA Form 4187) in the Future Soldier's electronic record.



## Chapter 7

# ARSOF Candidate Training Program for Special Operations Recruiting Battalion (AIRBORNE) SORB (A)

7-1. The mission of the Special Operations Recruiting Battalion (Airborne) is to conduct worldwide in-service recruiting operations to provide the strength for Special Forces, Civil Affairs, Psychological Operations, the 160th Special Operations Aviation Regiment (SOAR), Explosive Ordnance Disposal, and the Army's Warrant Officer Cohort. Special Operations requires a steady pipeline of specially recruited, assessed, selected, trained, employed, managed, and retained personnel to maintain expected capabilities. The ARSOF training program as it pertains to the SORB (A) differs from non-prior service primarily because the Candidate has already enlisted in the Army and has attended Basic and Military Occupational Specialty training.

7-2. Once a Soldier is eligible for reclassification for Assessment and Selection (A&S) training, aggressive follow-up is an essential component to the SORB (A) Candidate program. Commanders and station commanders must stress the importance of scheduled follow-ups with potential candidates to reinforce the Soldier's decision and ensure they remain qualified for the program. In addition, recruiters should always discuss mental, physical, and moral eligibility. Follow-ups can be telephonic or face-to-face and should occur weekly. Social media outlets such as Facebook, X, or Instagram are not authorized means of follow-up communications.

7-3. When a candidate starts the process for A&S training, the station commander and recruiters will ensure that all potential candidates have a government credit card to reduce issues during TDY. Once the candidate is classed, the station commander will ensure the candidate is provided the most updated packing list. Each program maintains its own packing list available at the following links:

- Special Forces Qualification Course is Special Forces Assessment and Selection (SFAS): <https://www.milsuite.mil/book/groups/sfas-course>
- Civil Affairs Assessment Selection (CAAS): <https://www.milsuite.mil/book/groups/civil-affairs-assessment-selection/overview>
- Psychological Operations Assessment (POAS): <https://www.milsuite.mil/book/groups/poas>

7-4. Station commanders will provide the candidates with the SORB Assessment and Selection DTS Help Guide and assist them in preparing their authorization. The station will be the liaison for any questions the candidate may have in reference to DTS and travel.

7-5. Once the candidate starts processing for assessment and selection, they may attend the station's physical training (PT) program. The PT program is managed by the station commander and overseen by the company commander with the intent to improve a candidate's performance during assessment and selection. The station will align this program with the Special Forces Assessment and Selection Physical Training Handbook found at: <https://goarmysof.com/documents/sf/SFAS-PT-handbook.pdf>

7-6. Station commanders and recruiters will conduct a pre-class outbrief, using the battalion-approved slide decks, no later than seven days before the report date. Out-briefs will, at a minimum, cover the following information:

- All reporting instructions, to include a strip map to the reporting location.
- Review of the packing list and required carry-on bag items.
- Processed and confirmed DTS and ticketed transportation information.
- Uniform to wear when reporting.

7-7. The pre-class out-brief is critical for the station to ensure a smooth transition to assessment and selection. Once the out-brief is complete, each ARSOF Candidate will complete and sign the Pre-Ship Memorandum for Record (MFR) and then the station commander will review and sign the document. Scan this document into the ARSOF Candidate record located in Event Marketing Management (EMM) behind the Soldier Talent Profile (STP). The station commander or recruiter will do a follow up telephonically with each candidate the Monday

prior to the report date. This is a final check on mental, moral, and physical eligibility. When an ARSOF Candidate is selected at assessment and selection, they will be provided the opportunity to continue in the physical training program as a Special Duty (SD) Soldier. The station will provide the SD Soldier with a MFR to have their unit sign for approval. This will allow the Soldier to come and assist the station in recruiting briefs and conduct training.

## Chapter 8

# Future Soldier Training Program for The Health Care Officer

8-1. As it pertains to Future Health Care Officers (direct commissions and Army Reserve Commissions) the FS training differs somewhat from the enlisted FSTP. However, there are some similarities like the enlisted FSTP, the FSTP for health care officers motivates Future Officers to honor their commitment to join the Army, remain qualified while they wait to depart to their IMT, and learn more about the Army before they report to their first unit.

8-2. An applicant becomes a Future Officer when the candidate is selected by a board and designated as a board select. The station commander or recruiter should contact the Future Officer within 72 hours of selection, coordinate their commissioning ceremony (if required), and schedule a Future Officer orientation. During the orientation, recruiters will explain all necessary requirements, encourage involvement in Future Officer events, and consistently reaffirm their commitment to the Army. Recruiters will contact Future Officers at least once every 30 days, and twice a week when they are within 30 days of reporting to Basic Officer Leaders Course (BOLC), Direct Commissioning Course (DCC), or enrollment into the Health Professional's Scholarship Program (HPSP) for the Regular Army. Station commanders and recruiters maintain contact with Army Reserve Future Officers at least once a month until orders arrive. Recruiters will escort the Future Officer to their first battle assembly, ensure the Future Officer is in-processed by the unit, provide the Provider Credential File to the Troop Program Unit (TPU) administrator, and annotate completion of this requirement in the Future Officer's Direct Commission Accessing (DCA) record. The station commander or recruiter should verify their Defense Enrollment Eligibility Reporting System (DEERS) enrollment, assist in establishing an Army email account, and Medical Operational Data System (MODS) enrollment.

8-3. Each station should conduct and annotate quarterly Future Officer training events utilizing USAREC Form 350-1.1 (Near-Term Training Plan) and provide a copy to all Future Officers. Stations should maintain DD Form 2977 (Deliberate Risk Assessment Worksheet) for each FSTP event for at least one year. All Future Officers may not be able to attend each event; however, maximum participation is highly encouraged. During training, station commanders will conduct Sexual Harassment and Assault Response Program (SHARP) training and annotate the training date and location in DCA. A FSTP event should include referral generating, training, teambuilding, and professional development. Events where funds are utilized will require submittal of USAREC Form 601-210.26 (FS Training Function Request and After Action Review). To review more information on Future Officer Training Functions, review UR 601-210, Chapter 17.

8-4. Station commanders or recruiters will ensure the Future Officer understands the requirements of the Army fitness test of record and the standards for height and weight IAW AR 600-9. Station commanders conduct height and weight measurements biannually and within 30 days of BOLC or DCC departure. Recruiters ensure that each Future Officer completes USAREC Form 601-210.24 (Physical Training Program and Physical Fitness Assessments) prior to the start of any Army physical training.

8-5. Future Officers, prepared to proceed to their unit of assignment, will receive a briefing on their departure schedule, transportation arrangements and uniform purchases required for Basic Officer Leaders Course (BOLC). The recruiter will verify the Future Officer has all current licenses needed and a valid physical prior to departure to their duty station. Recruiters will provide copies of the enrollment documents: Questionnaire for National Security Positions (SF 86), Oath of Office - Military Personnel (DA 71), physical examination, appointment and assignment orders, direct deposit form, and Family care plan (as needed). The station commander or recruiter will advise the Future Officer to take additional documents to their first duty assignment such as marriage certificate, divorce decree, professional credentials, birth certificates for self, spouse, and dependents.

8-6. Station commanders or recruiters will track their Future Officers throughout their professional schooling experience, personally contacting each participant at a minimum semiannually or as needed until entry onto active duty. In addition, recruiters will assist in all administrative matters pertaining to the Soldier's military requirements such as BOLC, DCC, active duty for training (ADT), and accessions.

## Chapter 8

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Recruiters will ensure all Future Officers receive appointment letters and orders and respond to professional questions and concerns their Future Officer may have.

## Appendix A

# FSTP Decision Matrix

A-1. The Future Soldier Decision Matrix is a tool that guides the recruiter through the steps of the Future Soldier Training Program. It provides guidance on the sequential order of tasks accomplished prior to shipping to IMT.

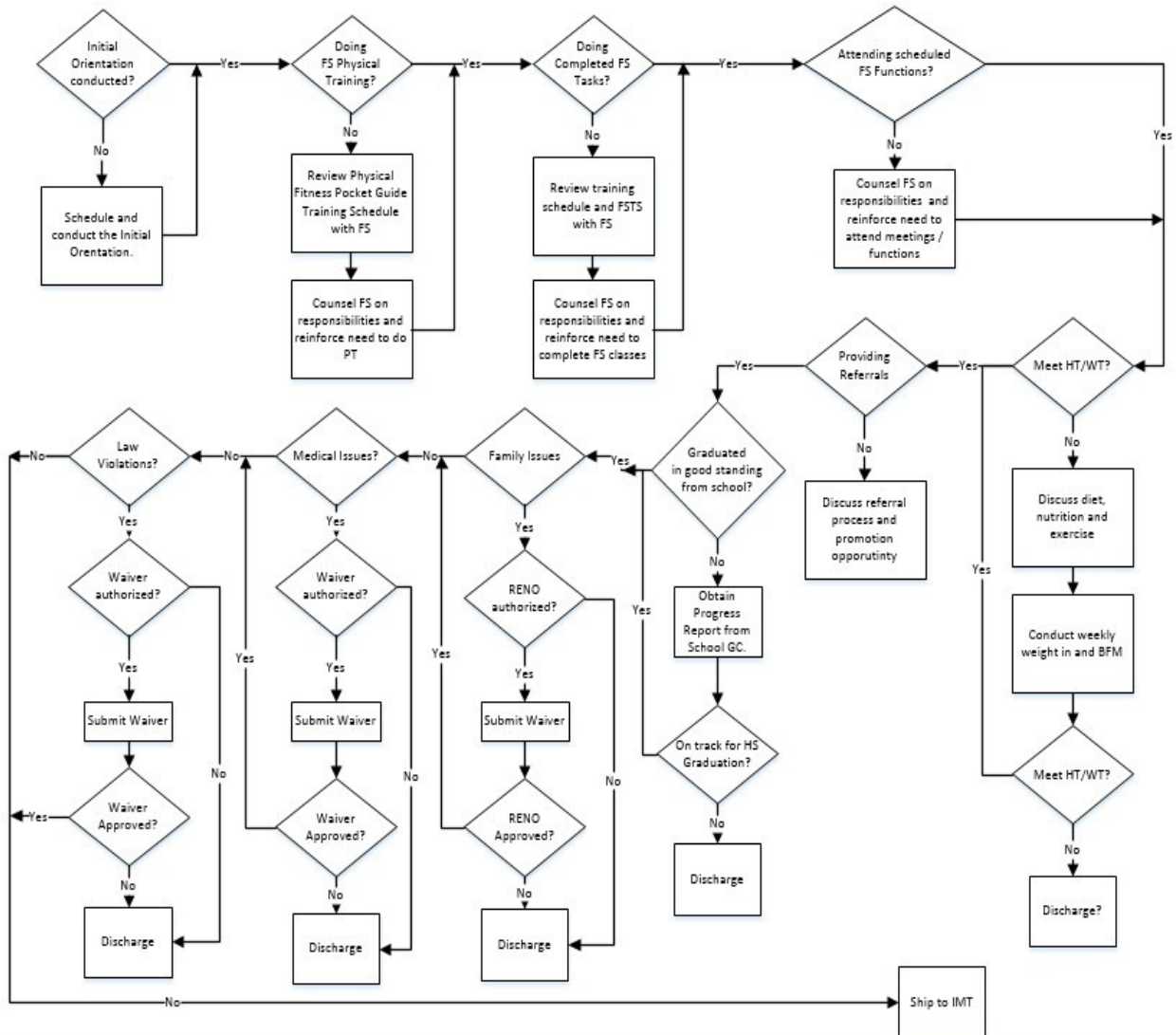


Figure A-1. FSTP Decision Matrix

## Appendix B

# Best Practices

### SCENARIO I

Future Soldier Jones enlisted five days ago. He is highly motivated and excited about embarking on his journey into the Army. You receive a call from Battalion stating that FS Jones is a Positive Match for a Reckless Driving incident two years ago.

Your next course of action should be:

- Notify Chain of Command of the Future Soldier's current situation.
- Annotate the incident in the Future Soldier's contact history.
- Code the Future Soldier as "AMBER" or "RED" in his Future Soldier ship potential screen.
- Bring Future Soldier in the office to discuss the incident. Have the Future Soldier write an applicant statement on what happened during the incident and why did he not reveal this information during the initial Army Interview.
- Start the process of running DD 369s (Police Records Check) and UF 601-210.02 (Probation Officer and/ or Court Records Report) from where the Future Soldier lived, worked, and went to school for the last three years.
- Obtain the court documents or a completed UF 601-210.02 from the court on the actual offense in question.
- Add all new offenses to the Future Soldier's electronic record under the moral screen criteria section.
- Scan in applicant statement and all DDFM 369s, UF 601-210.02, and court documents you have received from performing the background checks.
- Notify Battalion Operations that all required documents are scanned into the Future Soldier's record for review.
- Inform the Future Soldier they must go through an interview process with the battalion or interim commander about the incident and a decision will be made to retain or discharge the Future Soldier.

AAR

What could the recruiter or station commander have done to prevent this possible loss?

This incident should have been identified during multiple choke points in the enlistment process. All law violations should have been discovered during pre-qualification before the Army interview. This could be a training indicator and the station commander should focus station training on prospecting and processing procedures.



## SCENARIO II

Your Future Soldier has informed you that he has sprained his ankle while skateboarding. He went to the emergency room and had crutches for the next three weeks. The sprain was not serious, but his ship date is within 10 days.

Your next course of action should be:

- Notify the chain of command of the Future Soldier's current situation.
- Annotate the incident in the Future Soldier's contact history.
- Code the Future Soldier as "RED" in his Future Soldier ship potential screen.
- Gather all medical documents from current injury.
- Ensure Future Soldier receives a letter from the doctor stating the recovery time for the injury.
- Inform the senior guidance counselor of the current status of the Future Soldier.
- Have Future Soldier complete a new DD 2807-2 and submit to Army guidance counselor at local MEPS for medical read.
- The Future Soldier's PULHES will change due to the injury.
- Inform the Future Soldier that once med read is complete, he will go to MEPS and go through a medical inspection to review his injuries.
- Depending on results from your Future Soldier's medical inspection, he will either:
  - Become authorized a renegotiation, and ship at a later date once his injuries heal.
  - Become temporarily disqualified and will be separated from the Future Soldier Program.

AAR

What could have the recruiter or station commander done to prevent this possible loss?

We cannot always prevent medical mishaps that occur while a Future Soldier is in the FSTP. However, we can stress the importance of refraining from strenuous activities that could cause an injury serious enough to prevent the Future Soldier from shipping to IMT. Recruiters and station commanders should incorporate this briefing in the initial Future Soldier Orientation and revisit this discussion periodically during Future Soldier Training.

## Appendix C

### Example Certificates

C-1. This section contains certificates that are useful and assist recruiters and station commanders with their FSTP. These certificates are not mandatory but assist in developing and maintaining a well-managed FSTP. USAREC Form 5-03.5.1, Future Soldier Commitment to Excellence Certificate (Figure C-1) is a contract between the Future Soldier and the recruiter and reinforces the Future Soldier's commitment to serve. USAREC Form 5-03.5.2, Future Soldier Certificate of Training (Figure C-2) is used to recognize Future Soldiers that attend training sessions and complete training modules. USAREC Form 5-03.5.3, Future Soldier Referral Promotion Certificate (PV2) (Figure C-3) and USAREC Form 5-03.5.5 Future Soldier Referral Promotion Certificate (PFC) (Figure C-4), are used to recognize Future Soldiers promoted for meeting all specified requirements outline in USAREC Regulation 601-210. USAREC Form 5-03.5.4, Certificate of Enlistment (Figure C-5) is used to signify acceptance and enlistment into the United States Army.



The certificate is enclosed in a decorative border with ornate scrollwork at the top, bottom, and sides. The title is centered at the top in a large, bold, serif font. Below the title is a list of seven commitments, each preceded by a bullet point. At the bottom of the certificate, there are three signature lines: one for the future soldier, one for the recruiter, and one for the date of orientation. The signature lines are represented by light blue rectangular boxes. The date line is a light blue box with the text 'DATE OF FUTURE SOLDIER ORIENTATION' centered below it. The recruiter's signature line includes a small red arrow pointing to the right.

**FUTURE SOLDIER'S  
COMMITMENT TO EXCELLENCE**

I WILL REMAIN COMMITTED TO ACHIEVE EXCELLENCE IN AMERICA'S ARMY BY:

- STAYING COMMITTED TO MY PERSONAL DECISION TO JOIN OUR ARMY.
- ATTENDING ALL MILITARY FORMATIONS AND ARRIVING ON TIME.
- DOING PHYSICAL TRAINING ON MY OWN TIME.
- PROVIDING REFERRALS TO MY RECRUITER WHICH MAY ASSIST ME IN BEING PROMOTED PRIOR TO ENTERING ACTIVE DUTY.
- REMAINING MORALLY QUALIFIED AND NOT USING ILLEGAL DRUGS OR BEING WITH THOSE WHO ARE USING THEM.
- LEARNING MILITARY CUSTOMS AND COURTESIES AND PRACTICING DRILL & CEREMONIES ON MY OWN.

[Signature Line]  
DATE OF FUTURE SOLDIER ORIENTATION

[Signature Line] FUTURE SOLDIER'S SIGNATURE      [Signature Line] RECRUITER'S SIGNATURE

USAREC Form 5-03.5.1 (This form replaces the UF 1135) V1.00

Figure C-1. Future Soldier Commitment to Excellence Certificate



**FUTURE SOLDIER'S  
CERTIFICATE OF TRAINING**

is  
Awarded to

\_\_\_\_\_

For attendance and successful completion of training on basic military subjects conducted by the United States Army Recruiting Command.

\_\_\_\_\_

**SUBJECT(S)**

\_\_\_\_\_

\_\_\_\_\_

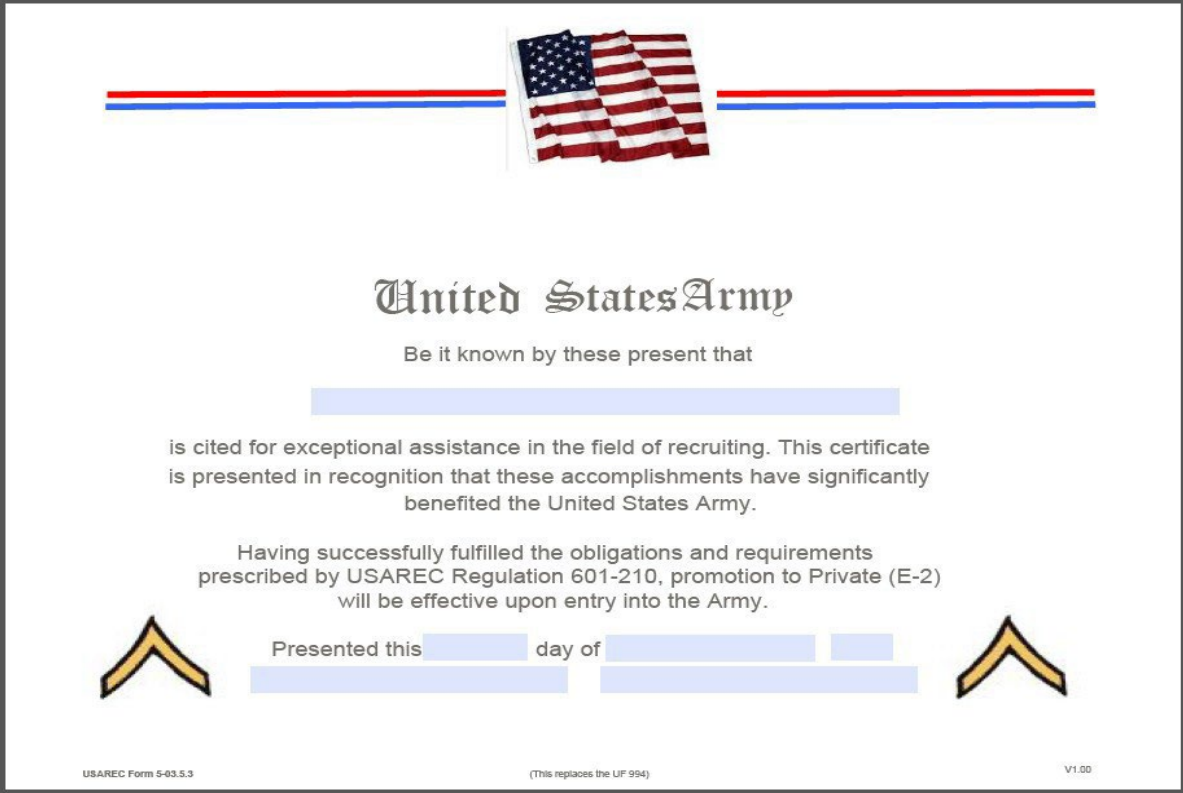
**DATE**


\_\_\_\_\_

**INSTRUCTOR'S SIGNATURE**

USAREC Form 5-03.5.2 (This form replaces the UF 1136) V1.10

Figure C-2. Example UF 5-03.5.2- Future Soldier Certificate of Training





**United States Army**

Be it known by these present that

\_\_\_\_\_

is cited for exceptional assistance in the field of recruiting. This certificate is presented in recognition that these accomplishments have significantly benefited the United States Army.

Having successfully fulfilled the obligations and requirements prescribed by USAREC Regulation 601-210, promotion to Private (E-2) will be effective upon entry into the Army.

Presented this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_

USAREC Form 5-03.5.3 (This replaces the UF 994) V1.00

Figure C-3. Example UF 5-03.5.3- Future Soldier Referral Promotion Certificate (PV2)



## United States Army

Be it known by these present that

\_\_\_\_\_

is cited for exceptional assistance in the field of recruiting. This certificate is presented in recognition that these accomplishments have significantly benefited the United States Army.

Having successfully fulfilled the obligations and requirements prescribed by USAREC Regulation 601-210, promotion to Private First Class (E-3) will be effective upon entry into the Army.



Presented this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_



USAREC Form 5-03.5.5

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**Figure C-4. Example UF 5-03.5.5 – Future Soldier Promotion Certificate (PFC)**



**Figure C-5. Example UF 5-03.5.4 – Certificate of Enlistment**

Keep in mind when presenting these certificates that these are the first certificates of the Future Soldier's career. Present them in a way the Future Soldier and family members will remember and want to display for years. This means that the certificates should be printed in color on marbled or colored cardstock paper. If the station does not have these capabilities, utilize the company or battalion to develop a system to generate certificates worthy of presentation. The UF 589 (old Certificate of Enlistment) may be used until inventory is exhausted by submitting a DA Form 17 to the USAREC G-6 Publications Branch at: [usarmy.knox.usarec.mbx.hq-g6-publications@army.mil](mailto:usarmy.knox.usarec.mbx.hq-g6-publications@army.mil).

# Glossary

## SECTION I - ACRONYMS AND ABBREVIATIONS

<b>ADOS-RC</b>	Active Duty for Operational Support- Reserve Component
<b>AIT</b>	Advanced Individual Training
<b>AMEDD</b>	Army Medical Department
<b>BOLC</b>	Basic Officer Leader Course
<b>BTTL</b>	Basic Training Task List
<b>CAAS</b>	Civil Affairs Assessment and Selection
<b>CoNAP</b>	Concurrent Admissions Program
<b>DCA</b>	Direct Commission Accessing System
<b>DEP</b>	Delayed Entry Program
<b>DTP</b>	Delayed Training Program
<b>FS</b>	Future Soldier
<b>FSTS</b>	Future Soldier Training System
<b>FSTP</b>	Future Soldier Training Program
<b>GC</b>	Guidance Counselor
<b>HPSP</b>	Health Professional Scholarship Program
<b>IADT</b>	Initial Active Duty Training
<b>IET</b>	Initial Entry Training
<b>IMT</b>	Initial Military Training
<b>MEPS</b>	Military Entrance Processing Station
<b>MRB</b>	Medical Recruiting Brigade
<b>MRBn</b>	Medical Recruiting Battalion
<b>PaYS</b>	Partnership for Your Success
<b>PFA</b>	Physical Fitness Assessment
<b>PT</b>	Physical Training
<b>PRID</b>	Person Identification
<b>POAS</b>	Psychological Operations Assessment and Selection
<b>RBJ</b>	Reevaluation Believed Justified
<b>RPI</b>	Recruiting Publicity Item
<b>SFAS</b>	Special Forces Assessment and Selection
<b>SORB</b>	Special Operations Recruiting Battalion
<b>SRB</b>	Soldier Record Brief
<b>UTC</b>	USAREC Training Circular
<b>TDQ</b>	Temporarily Disqualified / Temporary Disqualification
<b>TTPs</b>	Tactics, Techniques and Procedures



VRS

Virtual Recruiting Station

## SECTION II – TERMS

### **Future Soldier (FS)**

A prospect who has already enlisted and has a future ship date to Basic Combat Training (BCT).

### **Future Officer (FO)**

A healthcare applicant becomes a Future Officer when the candidate is selected by a board and the results are officially released a board select.

# References

## REQUIRED PUBLICATIONS

USAREC Manual 3-0 "Recruiting Operations", (12 Aug 22)  
USAREC Manual 3-30 "Recruiting Company Operations", (16 Mar 22)  
USAREC Manual 3-31 "Recruiting Station Operations", (25 Oct 22)  
USAREC Manual 3-32 "The Army Recruiter", (25 Oct 22)

## RELATED PUBLICATIONS

AR 601-2 "Army Recruiting Support Programs" (13 Apr 20)  
USAREC Training Circular 5-01 "Mission Command" (21 Jul 20)  
USAREC Training Circular 5-03.1 "Prospecting, Processing, & Analysis" (26 Sep 19) USAREC Training Circular 5-03.3 "Partnerships" (7 May 20)

## CITED PUBLICATIONS

AR 600-9 "The Army Body Composition Program" (16 Jul 19)  
USAREC Regulation 601-210 "Enlistment and Accessions Processing" (Expedite Revision 27 Jul 18)  
USAREC Regulation 350-13 "School Recruiting Programs" (17 Mar 21)  
USAREC Regulation 27-4 "Prohibited and Regulated Activities" (11 Mar 16 with RAR 18 Apr 16)

## RECOMMENDED PUBLICATIONS

USAREC Training Circular 5-03.2 "Influencing and Interviewing" (29 Apr 20)  
RPI 237 "Army Pocket Physical Training Guide"

## WEBSITES

Enlisted Eligibility Processing Division site:

<https://recruiting.rsn.army.mil/hq/G3/EEPD/SitePages/Policy.aspx>

IKROme Home – USAREC Intranet "My Apps"

United States Army Central Army Registry (CAR) at <https://dl.train.army.mil/catalog/dashboard>

Leader Led Training folder is Programs - Future Soldier Training (army.mil)

## References

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### Course Packing Lists:

SFAS: <https://www.milsuite.mil/book/groups/sfas-course>

CAAS: <https://www.milsuite.mil/book/groups/civil-affairs-assessment-selection/overview>

POAS: <https://www.milsuite.mil/book/groups/poas>

Future Soldier Website: [www.futuresoldiers.com](http://www.futuresoldiers.com)

Future Soldier Game Hub is [www.armygamehub.com](http://www.armygamehub.com)

## PRESCRIBED FORMS

USAREC Form 5-03.5.1, (Future Soldier Commitment to Excellence), (Referenced in Appendix C)

USAREC Form 5-03.5.2, (Future Soldier Certificate of Training) (Referenced in Appendix C)

USAREC Form 5-03.5.3, (Future Soldier Referral Promotion Certificate (PV2) Referenced in Appendix C)

USAREC Form 5-03.5.4, (Certificate of Enlistment (Physical form)) (Referenced in Appendix C)

USAREC Form 5-03.5.5, (Future Soldier Referral Promotion Certificate (PFC) Referenced in Appendix C)

## REFERENCED FORMS

DD Form 369 (Police Records Check)

DD Form 2983, (Recruit/Trainee Prohibited Activities Acknowledgment Form)

DA Form 2028, (Recommended Changes to this Publication)

DA Form 71, (Oath of Office – Military Personnel)

SF Form 86, (Questionnaire for National Security Positions)

SF1199, (Direct Deposit Form)

USAREC Form 350.1.1, (Near-Term Training Plan)

USAREC Form 601-210.02, (Probation Officer and/or Court Records Report)

USAREC Form 601-210.23, (The USAREC FS Advanced Rank Verification)

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