



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
A DETACHMENT, 18TH PERSONNEL SERVICES BATTALION
FORT BRAGG, North Carolina 28310

AFZA-SG-PDA

01 January 2013

MEMORANDUM FOR Commander, USAREC, RCHS-SVD, 1307 Third Avenue, Fort Knox,
KY 40121-2726

SUBJECT: MILPER/PSB/PSC Verification of Applicant's Eligibility for the Interservice
Physician Assistant Program for SSG Smith, Jane Q., 123-45-6789.

1. A review of the applicant's application packet and personnel records confirms eligibility in terms of course prerequisites outlined in AR 601-20, chapter 2-2.
2. A local records check has been made and the applicant is administratively qualified for appointment as a Commissioned Officer in accordance with AR 135-100 and AR 135-101 and/or has prepared the necessary request(s) for waivers.
3. The applicant is **not** pending UCMJ action, bar to reenlistment and is not flagged.
4. There is evidence of a security clearance of secret based upon a National Agency Check, which includes the date the clearance was granted.
5. This action is not in contravention to AR 600-8-2.
6. POC is the undersigned and can be reached at (123)456-7891 DSN 123-4567 or enterprise email mil@mail.mil.

Comment [p1]:

17 -19 Encls

1. Official DA Photo
2. DA Form 705 Certified True Copy JOHN B DOE
3. Letter of Intent MAJ, AG
4. Curriculum Vitae Personnel Authority
5. Letters of Recommendation (3)
6. Academic Worksheet
7. ERB/ORB/2A/2-1 Certified True Copy
8. DA Form 61
9. OER's/NCOR'S
10. DA Form 1059
11. Awards/certificates
12. DD Form 214
13. Application Memorandum
14. MILPO/PSB/PSC Statement
15. Waiver request (s)
16. Security Clearance Memo
17. DD 2808/2807-1 Certified True Copy or Original Physical Exam