

**FY22**  
**670A MS WARRANT OFFICER**  
**APPLICATION CHECKLIST**

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Applicant Name (Rank Last, First, MI): \_\_\_\_\_

- \_\_\_\_\_ Application Review Memorandum (completed by the recommending Senior Warrant Officer; USAR Applicants DIV CCWO review)
- \_\_\_\_\_ DA Form 61 Application for Appointment (with valid HT/WT and APFT statement signed by CO CDR in Block 41)
- \_\_\_\_\_ USAREC Form 3.3 Battalion Commander Letter of Recommendation (or applicable Field Grade UCMJ authority): Must include statement of understanding "If the Soldier is selected, the command will release the Soldier to attend the Warrant Officer Candidate School as early as 01 January 2022 for Army and 01 November 2021 for sister service candidates."
- \_\_\_\_\_ USAREC Form 3.3 Company Commander Letter of Recommendation
- \_\_\_\_\_ USAREC Form 3.3 Senior Warrant Officer Letter of Recommendation
- \_\_\_\_\_ USAREC Form 3.2 Warrant Officer Resume
- \_\_\_\_\_ Soldier Record Brief (SRB) or Service Equivalent Document (certified by unit MPD/S-1)  
When submitting the SRB, ensure you choose the print without DA Photo option. Choose the SRB without Sex/Race. Please ensure no photos are present and that the sex and race have been redacted.
- \_\_\_\_\_ NCOERs (in order from newest to oldest)
- \_\_\_\_\_ AERs (in order from newest to oldest)
- \_\_\_\_\_ College Diploma (copy)
- \_\_\_\_\_ College Transcripts (copy)
- \_\_\_\_\_ Professional Certificates (copy)
- \_\_\_\_\_ Letter of Purpose and Intent (1 page, handwritten)
- \_\_\_\_\_ Statement of Understanding
- \_\_\_\_\_ Security Clearance Verification Review
- \_\_\_\_\_ USAREC Form 3.1 Results Of Medical Examination (USAR Applicants complete LHI process)
- \_\_\_\_\_ DA Form 160 Application for Active Duty (Active Duty Applicants Only)
- \_\_\_\_\_ DA Form 3575 Certificate of Acknowledgement & Understanding of Service Requirements (USAR Applicants Only)
- \_\_\_\_\_ Army Tattoo ETP Memo (If not in compliance with AR 670-1, 25 May 2017)
- \_\_\_\_\_ Service Tattoo Validation/ETP Memo (Sister Service Applicants Only)
- \_\_\_\_\_ DD Form 368 Request for Conditional Release (Sister Service Applicants Only)
- \_\_\_\_\_ Waivers (if required; additional checklist for medical and moral/conviction waivers)