

PLEASE COMPLETE THE TOP PORTION AND SEND WITH YOUR APPLICATION
(IPAP) INTERSERVICE PHYSICIAN ASSISTANT PROGRAM
APPLICATION CHECKLIST (Active Duty & Reserve Applicants)
(Keep In Sequence)

Last Name: _____ First Name: _____ Middle Initial: _____
DOD ID: _____ SSN: _____
Rank: _____ MOS or AOC: _____ / _____ Years in Service: _____
Email Address: _____ Cell Phone: _____
Compo: _____ (ACTIVE DUTY / USAR) Waiver(s) Required: No/Yes

Note: Please put documents in order and facing the same direction, as outlined below for Tabs 1-3, (E.g., Tab 1 is one PDF document, Tab 2 is a second PDF document and Tab 3 is a third PDF document). If Tabs are too large, you can send multiple emails, (E.g., Tab 1, Tab 1 continued, etc.). When sending your packet (Tabs 1-3) in PDF format, we do not need separation or labeling of individual documents. For Tab 1, scan documents in sequence, one after another, as well for Tabs 2, 3. **DO NOT INCLUDE passwords, codes or special instructions for opening documents. No PDF portfolios. If packets are not in the correct format, they will be returned for correction. Example Tabs 1-3 on website.**

TAB 1:

_____ Application Checklist (this document)
_____ STP (Soldier Talent Profile) without DA photo or race/ethnicity visible. **#(ENL) GT score needs to be visible.**
_____ DA 705-TEST (AFT Scorecard)
_____ DA 5500 Male / DA 5501 Female
(Body Fat Worksheet - if applicable)
_____ Profile (if applicable)
_____ Letter of Intent
_____ DA 61 (Appointment Application)
_____ Conviction Waiver Memo (if applicable)
_____ Affidavit/Court documents (if applicable)
_____ CV/Resume
_____ Academic Delay Plan Memo **(Not applicable to ROTC)**
_____ Medical Terminology Certificate (ATIS)
(if applicable)
_____ Diplomas (if applicable)
Letter of Recommendations:
_____ Immediate Supervisor
_____ Commander **(Unit commanders must include the following conditional release statement in their Letter of Recommendation). ROTC cadets will be interviewed by their Professor of Military Science and immediate supervisor (Assistant Professor of Military Science or Military Science Instructor) to provide said requirements for an LOR. (Refer to MILPER 26-311)**
_____ Physician Assistant (USAREC Form 601-37.11)
_____ Others (if applicable – Max of 2 additional LORs)
_____ Evaluation Report (OERs/NCOERs) **newest-oldest**
_____ DA 1059 (Academic Evaluation Reports) **newest-oldest**
_____ Letter of Character from 1SG (SPC and below)
_____ DD 214 (Release or discharge, if applicable)
* _____ Appointment Letter
* _____ DA 71 (Oath of Office)
_____ Awards/Certifications/Licenses
_____ Certificates of Training

TAB 2:

_____ DA 160
_____ Waiver Requests (Age, Time in Service)
_____ MILPO Statement
_____ Security Clearance MFR
_____ Application Memorandum
* _____ ROTC Contract (if applicable)
+ _____ DA 4651
_____ **SSN (Social Security Card)**
_____ Naturalization Certificate (if applicable)
_____ Tattoo Self-Identification Memo

TAB 3:

_____ Physical Exam (DD 2807 & 2808 with official lab results and audiogram) (Labs include HIV, urinalysis, urine drug screen, ethanol level. HCG if applicable.)
_____ Copy of Profile (if applicable)

**** Other Documents (Do not include in packet):**

The following items are **REQUIRED FOR ALL APPLICANTS.**

_____ **Official Transcripts to include JST (Joint Services Transcripts). (Mail or electronically send to UNMC ONLY!!).**

_____ **SAT Scores** (Please ensure that you have used code “3994” for IPAP, so we can download official scores from the College Board website).

_____ **PA-CAT Scores** (Please ensure that you have selected your COMPO - US Army Reserves or US Army Active Duty, when completing registration. When scores become available, we can download official scores from the website).

*Officer Applicants Only
#Enlisted Applicants Only
+Reserve Applicants Only