

**INITIAL ACTIVE DUTY ASSIGNMENT INSTRUCTIONS REQUEST**  
For use of this form, see AR 614-105; the proponent agency is MILPERCEN.

**DATA REQUIRED BY THE PRIVACY ACT OF 1974**

AUTHORITY: Title 10, United States Code, Section 3012  
PRINCIPAL PURPOSE: To obtain information of individual preferences.  
ROUTINE USES: Basis for initial assignments, acceptance/declination of appointments, and extensions of service tour.  
DISCLOSURE: Disclosure of information requested is (a) Mandatory for USMA graduating cadets and other personnel on active duty in the Armed Forces. Failure to provide required information could result in action under article 92, UCMJ (b). Voluntary for those individuals not yet commissioned (ROTC Cadets) and those commissioned in the USAR but not yet on active duty. Failure to provide the required information can delay or prevent the processing of the individual's request for commissioning and/or active duty.

1. NAME 2. SSN 3. GRADE 4. ROTC REGION/COMMAND  
5a. PERMANENT HOME ADDRESS (Include Zip Code) 6. BRANCH AND SPECIALTY  
7. DATE OF BIRTH  
8. SEX  
TELEPHONE NUMBER (Include Area Code)  
b. ADDRESS FROM WHICH TRAVEL WILL COMMENCE (If different from above) 9. MARITAL STATUS  
10. DEPENDENTS  
ADULTS: CHILDREN:  
11. RACE  
TELEPHONE NUMBER (Include Area Code)

**CIVILIAN AND/OR MILITARY EDUCATION**

12. PRIOR MILITARY EDUCATION OR TRAINING COMPLETED (Airborne, Ranger, Air Assault, Officer Basic Course, etc.)  
13a. NAME AND LOCATION OF COLLEGE OR UNIVERSITY b. MAJOR SUBJECT AND TYPE DEGREE (Undergraduate and advanced) c. DATE OF GRADUATION  
14. SOURCE OF APPOINTMENT 15. COMPONENT 16. SERVICE OBLIGATION  
ROTC [ ] SCHOLARSHIP [ ] RA [ ] 2-YEAR  
[ ] NONSCHOLARSHIP [ ] USAR [ ] 3-YEAR  
[ ] USMA [ ] OTHER [ ] 4-YEAR  
[ ] OTHER [ ] 5-YEAR

**ASSIGNMENT CONSIDERATION DATA**

17.  
a. [ ] I WILL ACCEPT REGULAR ARMY APPOINTMENT b. [ ] DATE OF APPOINTMENT: \_\_\_\_\_  
(If different from graduation date)  
c. [ ] I WILL DECLINE RA APPOINTMENT (indicate reasons in remarks section on reverse)  
d. [ ] I DESIRE TO ENTER ACTIVE DUTY IMMEDIATELY AFTER GRADUATION/COMMISSIONING ON OR ABOUT (for ROTC only, indicate three choices by months and year: 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_)  
e. [ ] I DESIRE \_\_\_\_\_ DAYS ADVANCED LEAVE PRIOR TO REPORTING TO MY FIRST DUTY STATION.  
f. [ ] I DESIRE \_\_\_\_\_ DAYS EXCESS LEAVE PRIOR TO MY OFFICER BASIC COURSE.  
g. [ ] I WOULD BE WILLING TO EXTEND MY SERVICE OBLIGATION IN ORDER TO COMPLETE AN OVERSEAS TOUR (non RA only)  
h. [ ] I SERVED IN THE PEACE CORPS IN THE FOLLOWING NATION(S): \_\_\_\_\_  
i. [ ] I DESIRE THE FOLLOWING ADDITIONAL TRAINING: [ ] AIRBORNE [ ] RANGER [ ] FLIGHT  
[ ] OTHER \_\_\_\_\_

M

TAB

TAB

TAB

TAB

18. ASSIGNMENT PREFERENCES (In order of preference, list 10, of which 4 must be overseas)

1. \_\_\_\_\_

6. \_\_\_\_\_

2. \_\_\_\_\_

7. \_\_\_\_\_

3. \_\_\_\_\_

8. \_\_\_\_\_

4. \_\_\_\_\_

9. \_\_\_\_\_

5. \_\_\_\_\_

10. \_\_\_\_\_

19. REMARKS (Enter any specific information; compassionate or otherwise, which best describes/expresses your desires for your initial assignment).

20. JOINT DOMICILE DATA. DO YOU REQUIRE A JOINT DOMICILE ASSIGNMENT? (If yes, indicate the name, SSN, grade, branch and location of spouse.)

Yes  NO

21. SIGNATURE

22. DATE

**SERVICE SCHOOL DATA**

23a. NAME AND LOCATION OF SERVICE SCHOOL

b. COURSE NO.

c. CLASS NUMBER

d. REPORTING DATE

e. CLOSING DATE

**DEPARTMENT OF THE ARMY INSTRUCTIONS**

24a. DUTY ASSIGNMENT AND STATION

24b. ALLOCATION NUMBER AND SPECIALTY

c. ADDITIONAL INSTRUCTIONS