

**VOLUME 7A, CHAPTER 9 “SPECIAL PAY – ENLISTMENT, REENLISTMENT,  
AND RETENTION BONUS - ENLISTED MEMBERS”**

**SUMMARY OF MAJOR CHANGES**

All changes are denoted by [blue font](#).

Substantive revisions are denoted by an \* symbol preceding the section,  
paragraph, table, or figure that includes the revision.

Unless otherwise noted, chapters referenced are contained in this volume.

Hyperlinks are denoted by [bold, italic, blue and underlined font](#).

The previous version dated May 2011 is archived.

<b>PARAGRAPH</b>	<b>EXPLANATION OF CHANGE/REVISION</b>	<b>PURPOSE</b>
090103	Added Enlistment Bonus Computation guidance.	Add
Former 090103 Through 090107	Renumbered to 090104 through 090108.	Update
090108	Extended Duration of Authority for Enlistment Bonus to December 31, 2012.	Update
090206	Renamed to Additional Obligated Service.	Update
090207	Added Reenlistment Bonus Computation guidance.	Add
Former 090207 Through 090210	Renumbered to 090208 through 090211.	Update
090211	Extended Duration of Authority for Selective Reenlistment Bonus to December 31, 2012.	Update
090306	Extended Duration of Authority for Critical Skill Retention Bonus to December 31, 2012.	Update
090506	Extended Duration of Authority for Military Occupational Specialty Conversion Bonus to December 31, 2012.	Update
Bibliography	Updated Statutes.	Update

## TABLE OF CONTENTS

VOLUME 7A, CHAPTER 9 “SPECIAL PAY – ENLISTMENT, REENLISTMENT, AND RETENTION BONUS - ENLISTED MEMBERS” .....	1
0901 ENLISTMENT BONUS .....	4
090101. Entitlement.....	4
090102. Eligibility .....	4
*090103. Computation.....	5
090104. Limitations .....	6
090105. Amount .....	6
090106. Method of Payment.....	6
090107. Repayment .....	6
*090108. Duration of Authority .....	7
0902 SELECTIVE REENLISTMENT BONUS (SRB).....	7
090201. Entitlement.....	7
090202. General Eligibility.....	7
090203. Limitations .....	8
090204. Reenlistment Zones Eligibility .....	9
090205. Amount .....	11
*090206. Additional Obligated Service.....	11
*090207. Computation.....	12
090208. Method of Payment.....	14
090209. Reduction and Termination of Awards.....	14
090210. Repayment .....	15
*090211. Duration of Authority .....	15
0903 CRITICAL SKILL RETENTION BONUS (CSRB) .....	15
090301. Eligibility .....	15
090302. Limitations.....	16
090303. Amount .....	16
090304. Method of Payment.....	17
090305. Repayment .....	17
*090306. Duration of Authority .....	17
0904 ARMY REFERRAL BONUS.....	17
090401. Authority.....	17
090402. Eligibility .....	18
090403. Restrictions .....	18
090404. Amount .....	18
090405. Payment .....	18
090406. Duration of Authority .....	19

**TABLE OF CONTENTS (cont.)**

0905 MILITARY OCCUPATIONAL SPECIALTY CONVERSION BONUS ..... 19

    090501. Authority ..... 19

    090502. Eligibility ..... 19

    090503. Amount ..... 19

    090504. Payment ..... 19

    090505. Repayment ..... 19

    \*090506. Duration of Authority ..... 19

BIBLIOGRAPHY ..... 20

**CHAPTER 9**  
**SPECIAL PAY - ENLISTMENT, REENLISTMENT, AND**  
**RETENTION BONUS - ENLISTED MEMBERS**

**0901 ENLISTMENT BONUS**

## 090101. Entitlement

An enlistment bonus is authorized for individuals who enlist in a Military Service for a specific period and, if applicable, for service in a military skill that is experiencing critical personnel shortages as designated by the Secretary of the Military Department concerned.

## 090102. Eligibility

The individual must:

A. Possess either a high school diploma, a completion or attendance certificate instead of a high school diploma, or a General Educational Development program certificate;

B. Enlist for at least 2 years in the Regular or Reserve Component, performing Active Guard and Reserve duty, of a military service that qualifies for an enlistment bonus;

C. Be an initial enlistee, a prior military service enlistee, or a reservist not on active duty who enlists in a Regular Component of the military service department concerned, as defined below:

1. Initial Enlistee/Non-prior Service. This term applies to a person who has either never served or has served less than 180 days on active duty as a member of the Armed Forces. Enlistees who have received an enlistment bonus under the Selected Reserve Incentive Program (SRIP) retain eligibility for the Regular Component enlistment bonus under this section if other eligibility criteria are met.

2. Prior Military Service Enlistee. This term applies to a person who has prior military experience but has not previously received an enlistment or reenlistment bonus or who currently is not entitled to a reenlistment bonus.

3. Reservist Not on Active Duty who Enlists in a Regular Component of the Military Service Department Concerned. This term applies to a person who previously has not received an enlistment or reenlistment bonus or currently is not entitled to a reenlistment bonus. Reservists who have received an enlistment or reenlistment bonus under SRIP retain eligibility for the Regular Component enlistment bonus if they meet all other eligibility criteria,

D. Have neither previously received an enlistment bonus nor have previously received or be currently entitled to an Selective Reenlistment Bonus (SRB) under section 0902 or a Critical Skill Retention Bonus (CSR) under section 0903; or

E. Be receiving an enlistment bonus for military service in a designated skill, and successfully complete training and become technically qualified in the designated critical skill; and

F. Meet any additional military service specific eligibility criteria and quality standards established by the Secretary of the Military Department concerned, as prescribed in:

1. Army: [AR 601-210](#),
2. Navy: [OPNAVINST 1160.9](#),
3. Air Force: [AFI 36-2002](#), or
4. Marine Corps: [MCO 1130.53P](#).

\*090103. Computation

A. The Secretaries of the Military Departments have established rules of computation for enlistment bonuses as prescribed in their service instructions listed in 090102.F.

B. The following is an example of a member enlisting and being accepted into a commissioning program.

Example: The member enlisted on January 1, 2003, for 4 years. The member completed training on March 31, 2003, and was awarded a military specialty, for which an enlistment bonus (EB) of \$6,000 was authorized. The member was paid the first installment of \$5,000 on April 1, 2003.

The member entered Officer Training School (OTS) with a class start date of June 1, 2003. The member failed to progress and was dis-enrolled from the commissioning program on November 30, 2003, and returned to an enlisted status in the same bonus skill. The computation is as follows:

Initial Bonus Information

EB Entitlement	\$6,000	
No. Days Paid	1440	
Daily Rate	\$4.1666	(\$6,000 / 1440)
No. Days in OTS	180	(member dis-enrolled from OTS November 30, 2003 (use 30-day basis))
New No. Days Paid	1260	(1440 - 180)
New EB Entitlement	\$5,249.92	(1260 x 4.1666)
Balance to be Paid	\$249.92	(\$5,249.92 - \$5,000 paid to date)

090104. Limitations

A. An individual is allowed to receive only one enlistment bonus during a lifetime.

B. An individual is not allowed to be paid an enlistment and a reenlistment bonus for the same period of service.

C. Reservists currently obligated to a military service under the Delayed Enlistment Program (DEP) are not eligible for an enlistment bonus from another military service.

090105. Amount

The Secretary of the Military Department concerned shall determine the amount of the enlistment bonus awarded for a designated military skill. The bonus payment for a designated critical military skill is not to exceed \$40,000.

NOTE: When a member enlists in a Reserve Component under DEP with a concurrent commitment to serve in a Regular Component for a period of at least 2 years in a skill designated as critical, the award level of the enlistment bonus is fixed on the date of enlistment in DEP, rather than on the date of entry on active duty.

090106. Method of Payment

A. The bonus may be paid either in periodic installments or in a single lump sum. The timing of the initial payment is at the discretion of the Secretary of the Military Department concerned, except that it shall not be paid before the member completes basic recruit training. For individuals enlisted for specialties requiring formal training, the Service concerned may withhold the initial payment until the individual completes the training and qualifies in the military skill, so that the bonus serves as an incentive to complete the training needed to qualify in the skill.

B. Members with prior military service who do not require formal training to be technically qualified in the skill for which the bonus is being paid shall be paid the first installment no earlier than 30 days after arrival at the first permanent duty station following reentry to active duty.

C. If paid in installments, after the initial payment, the remainder of the bonus shall be paid in equal periodic installments.

090107. Repayment

A. General. A member who does not complete the term of enlistment, or who is not technically qualified in the skill for which the bonus was paid, will be subject to the repayment provisions of [Chapter 2](#).

B. Amount of Repayment. Divide the amount of the bonus paid by the number of months for which the bonus is payable. This is the bonus amount per month. Multiply this number by the number of months and fractions of months not served (including lost time, unless such lost time has been made up). This is the amount to be recouped.

Example: A member enlists for 6 years (obligated service). Total bonus payable is \$36,000. The bonus was paid at \$6,000 per year (\$36,000 divided by 6 years). Bonus amount per month is \$6,000 divided by 12 = \$500 per month. Of this 72-month period, the member serves 30 months (that is, does not serve 6 of the 36 months [for which he received bonus payments](#)). Recoup  $\$500 \times 6 = \$3,000$ .

[\\*090108.](#) Duration of Authority

No bonus may be paid under this section with respect to any enlistment in the Armed Forces made after [December 31, 2012](#), unless this bonus authority is extended by the Congress.

## **0902 SELECTIVE REENLISTMENT BONUS (SRB)**

090201. Entitlement

The Secretary of the Military Department concerned may pay a bonus to a member of a uniformed service who:

A. Has completed at least 17 months of continuous active duty (other than for training) but not more than 20 years of active duty;

B. Is qualified in a military skill designated as critical by the Secretary of the Military Department concerned; and

C. Reenlists or voluntarily extends enlistment for a period of at least 3 years:

1. In a Regular Component of the service concerned, or

2. In a Reserve Component of the service concerned, if the member is performing active Guard or Reserve duty (for Reserve or Guard members not performing full-time active duty, see [Chapter 56](#)).

090202. General Eligibility

An enlisted member is eligible to receive SRB if the individual meets the following criteria:

A. The enlisted member is qualified in a military skill designated for award of the SRB before the effective date on which the award of a bonus for a designated military skill is terminated;

B. The enlisted member attains eligibility before the effective date of termination of awards in any military skill that has been designated for termination of the award. Members must attain eligibility before the effective date of a reduction of award level to be eligible for the higher award level. Eligibility attained through any modification of an existing service obligation, including any early discharge granted under [Title 10, United States Code \(U.S.C.\), section 1171](#), must have been attained before the effective date of the termination or reduction of award in the military skill;

C. The enlisted member is serving in pay grade E-3 or higher;

D. The enlisted member reenlists or voluntarily extends enlistment in the Regular Component of the Military Service concerned for a period of at least 3 years; and

E. The enlisted member must qualify under any additional eligibility criteria prescribed by the Secretary of the Military Department concerned, as prescribed in:

1. Army: [AR 601-280](#),
2. Navy: [OPNAVINST 1160.8A](#),
3. Air Force: [AFI 36-2606](#), or
4. Marine Corps: [MCO 7220.24N](#).

NOTE: The Secretary of Defense may waive the eligibility requirement in subparagraph 090202.A when a member of the Armed Forces reenlists or voluntarily extends enlistment as described in this section while serving on Active Duty in Afghanistan, Iraq, or Kuwait in support of Operation Enduring Freedom or Operation New Dawn.

#### 090203. Limitations

A. A reenlistment must occur no later than 3 months (or within a lesser period if so prescribed by the Secretary of the Military Department concerned) after the date of discharge or release from active duty (other than active duty for training in a Reserve Component).

B. Veterans with more than a 3-month but less than a 4-year break in active duty may qualify for a broken service, or prior service re-entry, SRB program in accordance with regulations prescribed by the Secretary of the Military Department concerned. For SRB purposes, a member who reenlists in the Navy more than 24 hours but less than 4 years after discharge or release from active duty shall be considered a Navy veteran with broken service. The 24-hour period begins on the day following the date of discharge or separation. For reenlistees reentering active duty with a break in active duty greater than 24 hours, only the original [Defense Department \(DD\) Form 214, Certificate of Release or Discharge from Active Duty](#), (copy 1 or copy 4) or a reproduction of the DD Form 214, with a certified true-copy stamp



and appropriate Federal Government authenticating seal imprinted thereon, is acceptable documentation and identification.

C. Members who reenlist in the same Military Service within 3 months after release from active duty as an officer are eligible for SRB, if they served as an enlisted member in that Military Service immediately before serving as an officer and meet all other eligibility criteria. For special rules for computing SRB in the case of a former officer with prior enlisted service, see subparagraph [090207.D](#).

D. Members are not allowed to use the period of any existing contractual service agreement to attain eligibility, except as provided for in subparagraph [090207.B](#).

E. Two or more extensions may not be combined to gain eligibility for SRB. Additionally, eligibility gained through an extension may not be increased by future extensions.

F. Members who reenlist or extend to gain sufficient obligated service to participate in a program leading to commissioned or warrant officer status are not eligible for SRB.

#### 090204. Reenlistment Zones Eligibility

There are 5 zones of consideration:

A. Zone A Eligibility. The enlisted member must have:

1. Completed at least 17 months of continuous active duty (other than active duty for training as a member of a Reserve Component), but no more than 6 years of active duty, on the date of reenlistment or beginning of an extension of enlistment;
2. Completed a total period of obligated active duty of at least 6 years, because of the reenlistment or extension, when coupled with existing active service; [and](#)
3. Not received a Zone A SRB in the past.

B. Zone B Eligibility. The enlisted member must have:

1. Completed at least 6 years of active duty service, at least 17 months of which was continuous active duty (other than for active duty for training as a member of a Reserve Component), but no more than 10 years of active duty on the date of reenlistment or beginning of an extension of enlistment;
2. Completed a total period of obligated active duty of at least 10 years, because of the reenlistment or extension, when coupled with existing active service; [and](#)
3. Not received a Zone B SRB in the past.

C. Zone C Eligibility. The enlisted member must have:

1. Completed at least 10 years of active duty service, at least 17 months of which was continuous active duty (other than for active duty for training as a member of a Reserve Component), but no more than 14 years of active duty on the date of reenlistment or beginning of an extension of enlistment;

2. Completed a total period of obligated active duty of at least 14 years, because of the reenlistment or extension, when coupled with existing active service;  
and

3. Not received a Zone C SRB in the past.

D. Zone D Eligibility. The enlisted member must have:

1. Completed at least 14 years of active duty service, at least 17 months of which was continuous active duty (other than for active duty for training as a member of a Reserve Component), but no more than 18 years of active duty on the date of reenlistment or beginning of an extension of enlistment;

2. Completed a total period of obligated active duty of at least 18 years, because of the reenlistment or extension, when coupled with existing active service;  
and

3. Not received a Zone D SRB in the past.

E. Zone E Eligibility. The enlisted member must have:

1. Completed at least 18 years of active duty service, at least 17 months of which was continuous active duty (other than for active duty for training as a member of a Reserve Component), but no more than 20 years of active duty on the date of reenlistment or beginning of an extension of enlistment;

2. Completed a total period of obligated active duty of at least 20 years, because of the reenlistment or extension, when coupled with existing active service;  
and

3. Not received a Zone E SRB in the past.

F. Special Conditions

1. Members with exactly 6 years of active duty on the date of reenlistment or beginning of an extension of enlistment may be paid a Zone A bonus if otherwise eligible and if they have not previously received a Zone A bonus. If they have received a Zone A bonus or if no Zone A bonus is designated, then they may be paid a Zone B bonus if otherwise eligible.

2. Members with exactly 10 years of active duty on the date of reenlistment or beginning of an extension of enlistment may be paid a Zone B bonus if otherwise eligible and they have not received a Zone B bonus. If they have received a Zone B bonus or if no Zone B bonus is designated, then they may be paid a Zone C bonus if otherwise eligible.

3. Members with exactly 14 years of active duty on the date of reenlistment or beginning of an extension of enlistment may be paid a Zone C bonus if otherwise eligible and they have not received a Zone C bonus. If they have received a Zone C bonus or if no Zone C bonus is designated, then they may be paid a Zone D bonus if otherwise eligible.

4. Members with exactly 18 years of active duty on the date of reenlistment or beginning of an extension of enlistment may be paid a Zone D bonus if otherwise eligible and they have not received a Zone D bonus. If they have received a Zone D bonus or if no Zone D bonus is designated, then they may be paid a Zone E bonus if otherwise eligible.

5. Members who have elected to exercise their entitlement to readjustment pay, severance pay, or separation pay are not eligible to receive an SRB.

090205. Amount

The maximum amount payable is the lesser of following:

A. The product of the member's monthly basic pay (at the time of discharge, release from active duty, or the day prior to the beginning of extension), times the number of years (or monthly fraction thereof) of the reenlistment or extension period (not to exceed 6 years), times a multiple (not to exceed 15) set by the Secretary of the Military Department concerned. (The multiple shall be based on the criticality of the military skill); or

B. \$90,000; or

C. The Secretary of the Military Department concerned may establish a flat-rate annual payment for SRB, provided the flat-rate amount paid to any member over the term of the reenlistment or extension is less than the maximum amount prescribed in subparagraph 090205.B and the amount calculated applying the format in subparagraph 090205.A.

NOTE: The Secretary of the Military Department concerned may also provide a multiple for the location or projected location to which the enlisted Service member agrees to reenlist to serve provided manning shortages are being experienced in that skill at that location.

\*090206. [Additional Obligated Service](#)

A. Additional obligated service is defined as any active service commitment beyond an existing contractual service agreement. Existing contractual service agreements include enlistments, extensions of enlistment, and reenlistments.

B. Any portion of a term of reenlistment or extension of enlistment that, when added to the total years of service of the member at the time of discharge or beginning of the extension, exceeds 24 years may not be used in computing a bonus under subparagraph 090205.A. Service members may not use the period of any existing contractual service agreement for bonus computation.

\*090207. Computation

A. The Secretaries of the Military Departments have established rules of computation for reenlistment bonuses as prescribed in their service instructions listed in 090202.E.

B. The following may be considered as part of an immediately subsequent term of reenlistment (or voluntary extension of an enlistment) for bonus computation:

1. Any period of enlistment, including extension of enlistment, that is incurred by a member for continuing to qualify for continuous submarine duty incentive pay under [37 U.S.C. 301c](#) and for which no bonus is otherwise payable.

2. Any unserved period of 2 years or less of an extension of an enlistment for which no bonus has been paid or for which no bonus is otherwise payable, provided the immediately subsequent term of reenlistment or voluntary extension of an enlistment is for a term of at least 2 years.

Example: A member with 13 years, 3 months, and 15 days active duty; 3 months, 5 days of active duty for training; and 2 months, 15 days of existing obligated service, who enlists for 4 years, can be paid an SRB (Zone C) based on 2 years, 2 months as follows:

	<u>YR</u>	<u>MO</u>	<u>DAY</u>
Active duty	13	3	15
Active duty for training		3	5
Existing obligated service	—	<u>2</u>	<u>15</u>
Total	13	8	35
or	13	9	5
Maximum SRB years	24	0	0

3. Not to exceed a maximum amount of \$90,000 per SRB. (See maximum SRB years in this example.)

	<u>YR</u>	<u>MO</u>	<u>DAY</u>
Less obligated active service (partial months count as a whole month)	<u>13</u>	<u>10</u>	<u>0</u>
Time for which SRB (Zone C) is payable	2	2	0

4. Not paid more than once within each zone of eligibility.

C. When a member extends an enlistment for SRB, the SRB payment is based on the award level multiplier in effect on the date the extension agreement is executed not on the date the extension agreement becomes operative.

D. When computing SRB in the case of a former officer with prior enlisted service who may be entitled to a bonus, if the bonus amount payable is other than a flat-rate reenlistment bonus, the bonus payable shall be computed using the monthly basic pay of the grade in which the member is enlisted, computed in accordance with the member's years of service computed under [37 U.S.C. 205](#), instead of the monthly basic pay to which the member was entitled at the time of release from active duty as an officer.

E. Example 1: Assume that the member reenlisted on April 4, 2002, for 4 years. The SRB due was \$16,000. The member was paid the first installment of \$8,000 (50 percent) on April 4, 2002, and the second installment of \$2,666.66 on April 4, 2003. The total SRB paid to date was \$10,666.66.

The member entered OTS with a class start date of June 1, 2003. The member's third and fourth installments would be suspended pending completion of OTS and commissioning. Given successful completion, the member would forfeit the remaining installments. However, had the member washed out of the program and returned to enlisted status in the same bonus skill, the remaining installments would be payable, but at a rate reduced by the number of days spent in the OTS program. Computation is as follows:

Initial Bonus Information

SRB Entitlement	\$16,000	
No. Days Paid	1440	
Daily Rate	\$11.1111	(\$16,000 / 1440)
No. Days in OTS	96	(member washed out of OTS September 6, 2003 (30-day basis))
New No. Days Paid	1344	(1440 - 96)
New SRB Entitlement	\$14,933.32	(1344 x \$11.1111)

Balance to be paid over remaining two installments: \$4,266.66 (\$14,933.32 - \$10,666.66 paid to date).

Due final two installments: \$2,133.33 (\$4,266.66 divided by 2).

Example 2: Assume that the member reenlisted on June 4, 2002, for 4 years. The SRB due is \$16,000. The member was paid the first installment of \$8,000 (50 percent) on June 4, 2002, with the second installment due on June 4, 2003.

The member entered OTS with class start date of June 10, 2003. The member's acceptance in OTS was granted on March 10, 2003. Under this set of circumstances, the member would be due the second SRB installment because it fell due before the class start date. The member should be paid the second SRB installment, but the third and fourth installments would be suspended pending completion of the commissioning program.

Example 3: Assume that the member reenlisted on June 4, 2002, for 4 years. The SRB due is \$16,000. The member was paid the first installment of \$8,000 (50 percent) on June 4, 2002, with the second installment due on June 4, 2003.

The member entered an [Enlisted Commissioning Program \(ECP\)](#) with a class start date of June 2, 2003. The member's acceptance in ECP was granted on March 10, 2003. Under this set of circumstances, the member would not be due the second SRB installment because it fell due after the class start date. The member's second, third, and fourth SRB installments would be suspended pending the completion of the commissioning program.

#### [090208.](#) Method of Payment

The bonus may be paid either in installments or in a single lump sum. If the Secretary of the Military Department concerned elects to pay SRBs in installments:

A. The initial payment shall be not less than 50 percent of the total bonus, paid at the time of reenlistment, or when the Service member begins serving in the extension. The remainder is paid in equal annual installments. If necessary, the Military Service concerned shall make appropriate adjustments to the amounts so that all payments are made before the Service member completes 24 years of active service.

B. The initial payment to a Service member who reenlists with a break in active duty greater than 24 hours is to be made no earlier than 30 days after arrival at the first permanent duty station following reenlistment, although the bonus is computed from the actual date of reenlistment.

C. Where there is lost time, the subsequent installment payments will be delayed by the number of days of lost time.

D. Discharge for the purpose of immediate reenlistment does not affect a member's entitlement to subsequent SRB installment payments.

#### [090209.](#) Reduction and Termination of Awards

A. When a military specialty is designated for reduction or termination of award, an effective date for reduction or termination of award shall be established and promulgated to the field at least 30 days in advance. Except as provided in subparagraphs [090209.B](#) and [090207.D](#), all awards on and after the effective date of the military specialty designated for reduction of award will be at the reduced level, and no new awards will be made on or after the effective date in a military specialty designated for termination of award.

B. A member who agrees to train and reenlist for military service in a skill, that at the time of that agreement is designated for award of the SRB, may be paid the bonus for that skill at the award level in effect at the time of agreement or at the award level in effect at the time of reenlistment, whichever is higher, on completion of qualification training and reenlistment in that skill, if the member is otherwise qualified for the bonus, even if that skill is

no longer designated for award of the SRB at the time the member becomes eligible for payment of the bonus.

[090210.](#) Repayment

A. General. A member who does not complete the term of enlistment or who is not technically qualified in the skill for which the bonus was paid will be subject to the repayment provisions of Chapter 2.

B. Amount of Repayment. Repayment is required on a percentage basis for the time remaining to be served. Divide the amount of the bonus paid by the number of months for which the bonus is payable. This is the bonus amount per month. Multiply this number by the number of months and fractions of months not served (including lost time, unless such lost time has been made up). This is the amount to be recouped.

Example: A member reenlists for 6 years (obligated service). Total bonus payable is \$36,000. The bonus was paid at \$6,000 per year (\$36,000 divided by 6 years). Bonus amount per month is \$6,000 divided by 12 = \$500 per month. Of this 72-month period, the member serves 30 months (does not serve 6 of the 36 months). Recoup  $\$500 \times 6 = \$3,000$  if reason for separation requires repayment.

[\\*090211.](#) Duration of Authority

No bonus shall be paid under this section with respect to any reenlistment, or voluntary extension of an active-duty enlistment, entered into after [December 31, 2012](#), unless this bonus authority is extended by the Congress.

### **0903 CRITICAL SKILL RETENTION BONUS (CSRB)**

[090301.](#) Eligibility

An enlisted member of the Armed Forces who is serving on active duty in a Regular Component or in an active status in a Reserve Component (see [Chapter 56](#)) and who is qualified in a critical military skill designated by the Secretary of Defense may be paid a retention bonus as provided in this section if:

A. In the case of an enlisted member other than a member serving on an indefinite enlistment, the member reenlists or voluntarily extends the enlistment for at least 1 year, or

B. In the case of an enlisted member serving on an indefinite enlistment, the member executes a written agreement to remain on active duty for at least 1 year or to remain in an active status in a Reserve Component for at least 1 year.

NOTE: The member may not be paid a retention bonus if the member received a bonus or incentive pay under both [Title 37 United States Code, chapter 5 Subchapter I](#) and [Subchapter II](#) for the same activity, skill, or period of service.

090302. Limitations

A. A retention bonus may not be provided under paragraph 090301 to a member of the Armed Forces who has completed more than 25 years of active duty or service in an active status in a Reserve Component or who shall complete the 25<sup>th</sup> year before the end of the period of active duty or active status for which the bonus is offered. This limitation does not apply with respect to:

1. A member who, during the period of active duty or service in an active status in a Reserve Component for which the bonus is offered, is an officer assigned duties as a health care professional;

2. A member who is qualified in a skill related to special operations forces; or

3. A member who is qualified for duty in connection with supervision, operation, and maintenance of naval propulsion plants.

B. The Principal Director Under Secretary of Defense for Personnel and Readiness (PDUSD (P&R)) may waive the 25-year service limitation on eligibility with respect to a member who, during a period of active duty or service in an active status in a Reserve Component for which the bonus is being offered, is assigned duties in a skill designated as critical.

C. CSRB payments may not be made before the start of the active duty service period for which the CSRB is being awarded, unless specifically authorized by the PDUSD (P&R).

NOTE: The enlisted member must reenlist or voluntarily extend their enlistment or execute an active duty service obligation agreement (when applicable) for a period of at least 1 year.

090303. Amount

A. A member may enter into an agreement, reenlist or voluntarily extend enlistment more than once to receive a bonus under this section. However, a member may not receive a total of more than \$200,000 (or \$100,000 in the case of a Reserve Component member) in payments under this section.

B. The amount payable in a CSRB shall be established by the Secretary of the Military Department concerned, but it shall neither result in payment inconsistent with the maximum amounts, nor may it exceed an annual payment of \$30,000 to any member unless the PDUSD(P&R) has granted an exception to that annual \$30,000 maximum.



## 090304. Method of Payment

A bonus under this section may be paid in a single lump sum or in periodic installments.

## 090305. Repayment

A. General. A member who does not complete the term of enlistment or extension of enlistment or who is not technically qualified in the skill for which the bonus was paid, will be subject to the repayment provisions of [Chapter 2](#).

B. Amount of Repayment. Repayment is required on a percentage basis for the time remaining to be served. Divide the amount of the bonus paid by the number of months for which the bonus is payable. This is the bonus amount per month. Multiply this number by the number of months and fractions of months not served (including lost time, unless such lost time has been made up). This is the amount to be recouped.

Example: A member reenlists for 6 years (obligated service). Total bonus payable is \$36,000. The bonus was paid for \$6,000 per year (\$36,000 divided by 6 years). Bonus amount per month is \$6,000 divided by 12 = \$500 per month. Of this 36-month period, the member serves 30 months (does not serve 6 of the 36 months). Recoup  $\$500 \times 6 = \$3,000$  if reason for separation requires repayment.

## \*090306. Duration of Authority

No bonus may be paid under this section with respect to any reenlistment, or voluntary extension of an enlistment, in the Armed Forces entered into after [December 31, 2012](#), and no agreement under this section may be entered into after that date, unless this bonus authority is extended by the Congress.

**0904 ARMY REFERRAL BONUS**

## 090401. Authority

The Secretary of the Army may pay a bonus under this section to an individual listed in paragraph 090402 who refers to an Army recruiter a person who has not previously served in an armed force and who, after such referral, enlists in the Regular Component of the Army or in the Army National Guard or Army Reserve. A referral for which a bonus may be paid occurs:

A. When the individual concerned contacts an Army recruiter on behalf of a person interested in enlisting in the Army; or

B. When a person interested in enlisting in the Army contacts an Army recruiter and informs the recruiter of the role of the individual concerned in initially recruiting the person.

NOTE: The referral bonus authorized by this section is not a bounty for purposes of [10 U.S.C. 514](#).

090402. Eligibility

The following individuals are eligible for a referral bonus under this section:

- A. A member in the regular component of the Army,
- B. A member of the Army National Guard,
- C. A member of the Army Reserve,
- D. A member of the Army in a retired status, including a member under 60 years of age who, but for age would be eligible for retired pay, [and](#)
- E. A civilian employee of the Department of the Army.

090403. Restrictions

- A. An individual listed in paragraph 090402 may not be paid a bonus for the referral of an immediate family member.
- B. An individual listed in paragraph 090402 serving in a recruiting or retention assignment, or assigned to other duties regarding which eligibility for a bonus could be perceived as creating a conflict of interest, may not be paid a bonus.
- C. An individual listed in paragraph 090402 who is detailed under [10 U.S.C. 2031](#) to serve as an administrator or instructor in the Junior Reserve Officers' Training Corps program or a retired member of the Army employed as an administrator or instructor in the program may not be paid a bonus.

090404. Amount

The amount of the bonus payable for a referral may not exceed \$2,000.

090405. Payment

Payments shall be made as follows:

- A. Not more than \$1,000 shall be paid upon the commencement of basic training by the person.
- B. Not more than \$1,000 shall be paid upon the completion of basic training and individual advanced training by the person.

## 090406. Duration of Authority

A bonus may not be paid under this section with respect to any referral that occurs after December 31, 2011, unless this bonus authority is extended by the Congress.

NOTE: The Army is not offering the Army Referral Bonus at this time.

**0905 MILITARY OCCUPATIONAL SPECIALTY CONVERSION BONUS**

## 090501. Authority

The Secretary concerned may pay a bonus to an eligible Active Component service member (for National Guard or Reservist see Chapter 56) of the Armed Forces who executes a written agreement to convert to, and serve for a period of not less than three years in, a military occupational specialty (MOS) for which there is a shortage of trained and qualified personnel.

## 090502. Eligibility

A member is eligible to enter into an agreement if, at the time the agreement is executed, the member is serving in:

- A. Pay grade E-6, with not more than 10 years of service computed under [37 U.S.C. 205](#); or
- B. Pay grade E-5 or below, regardless of years of service.

## 090503. Amount

The bonus payment will not exceed \$4,000.

## 090504. Payment

The bonus will be disbursed in one lump sum when the member's conversion to the MOS is approved by the chief personnel officer of the member's Armed Force.

## 090505. Repayment

A member who does not convert to and complete the period of service in the MOS specified in the agreement will be subject to the repayment provisions of [Chapter 2](#).

**\*090506. Duration of Authority**

No agreement under this section may be entered into after [December 31, 2012](#), unless this bonus authority is extended by the Congress.

**BIBLIOGRAPHY****CHAPTER 9 – SPECIAL PAY – ENLISTMENT, REENLISTMENT, AND RETENTION BONUS - ENLISTED MEMBERS**

## 0901 – ENLISTMENT BONUS

- DoDD 1304.21, January 31, 2005  
DoDI 1304.29, December 15, 2004  
37 U.S.C. 309
- 090104  
\* 090108      [Public Law 112-81, section 615 \(4\), December 31, 2011](#)

## 0902 – SELECTIVE REENLISTMENT BONUS (SRB)

- DoDD 1304.21, January 31, 2005  
DoDI 1304.29, December 15, 2004  
USD (P&R) Memo, August 30, 2006  
[DoDI 1304.29, December 15, 2004](#)
- \* 90203.F  
090204      USD (P&R) Memo, August 30, 2006  
090205      37 U.S.C. 308
- \* 090211      [Public Law 112-81, section 615 \(3\), December 31, 2011](#)

## 0903 – CRITICAL SKILL RETENTION BONUS (CSRB)

- DoDD 1304.21, January 31, 2005  
DoDI 1304.29, December 15, 2004  
USD (P&R) Memo, August 30, 2006  
USD (P&R) Memo, March 14, 2008  
37 U.S.C. 355(h)
- 090303  
\* 090306      [Public Law 112-81, section 614 \(9\), December 31, 2011](#)

## 0904 – ARMY REFERRAL BONUS

10 U.S.C. 3252

## 0905 – MILITARY OCCUPATIONAL SPECIALTY CONVERSION BONUS

- 37 U.S.C. 326
- \* 090506      [Public Law 112-81, section 615 \(6\), December 31, 2011](#)