



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

REPLY TO
ATTENTION OF:

AFZA-SG-PDA

01 January 2011

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, paragraph 6.
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 does not have any 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 AKO email @us.army.mil.

17 -19 Encls

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

JOHN B DOE
MAJ, AG
Personnel Authority