

AGR

Nomination Packets

1. Nomination Memo from HRC
2. DA Photo (IAW AR 640-30). Awards shown on DA Photo must be listed in ORB/ERB.
3. ORB/ERB
4. DA Form 705 – APFT Card and DA Form 5500/1 – Body Fat Worksheet (if applicable)
5. DA Form 3349 - Physical Profile (Permanent/Temporary, if applicable)
6. OER/NCOERs for the last 5 years, plus evaluations showing Command/1SG time. For any gaps, attach a memo or email explaining the reason for the gap.

4th & 5th Extension Request Packets

1. Extension Memo from HRC
2. Command's Extension Memo (4th yr signed by CIG or CG; 5th yr signed by CG)
3. DA Form 4187 requesting extension
4. DA Photo (IAW AR 640-30). Awards shown on DA Photo must be listed in ORB/ERB.
5. ORB/ERB
6. DA Form 705 – APFT Card and DA Form 5500/1 – Body Fat Worksheet (if applicable)
7. DA Form 3349 - Physical Profile (Permanent/Temporary, if applicable)
8. OER/NCOERs for IG Time

TPU

Nomination Packets

1. Nomination Memo (Signed by CIG or CG) - **Sample attached**
2. DA Photo (IAW AR 640-30). Awards shown on DA Photo must be listed in DA Form 2-1.
3. Biographical Summary (Some call it the Military Resume)
4. DA Form 2-1 (Certified)
5. DA Form 2A/2B (Certified)
6. DA Form 705 – APFT Card and DA Form 5500/1 – Body Fat Worksheet (if applicable)
7. DA Form 3349 - Physical Profile (Permanent/Temporary, if applicable)
8. Physical Status Memo (Signed by Co Cdr/UA/PSNCO) – **Sample attached**
9. OER/NCOERs for the last 5 years, plus evaluations showing Command/1SG time. For any gaps, attach a memo or email explaining the reason for the gap.

4th & 5th Extension Request Packets

1. Command's Extension Memo (4th yr signed by CIG or CG; 5th yr signed by CG)
2. DA Photo (IAW AR 640-30). Awards shown on DA Photo must be listed in DA Form 2-1
3. DA Form 2-1 (Certified)
4. DA Form 2A/2B (Certified)
5. DA Form 705 – APFT Card and DA Form 5500/1 – Body Fat Worksheet (if applicable)
6. DA Form 3349 - Physical Profile (Permanent/Temporary, if applicable)
7. OER/NCOERs for IG Time

AGR & TPU

Curtailment Requests

1. Curtailment Memo
2. DA Form 4187