

Special Instructions/Explanations

1. Blocks 1 through 6. Obtain information cited in parentheses (e.g., 2A, Sec II, Blk 10) from the Soldier's DA Form 2A/2-1.
2. Block 4. "DLPE" is abbreviation for "Date of Last Physical Examination."
3. Block 6I. Check "Y" or "N" to indicate "Yes" or "No," based on information in Block 5 of this form. (Is the APFT less than 1 year, 6 months?)

Explanation of Notes

1. Compute the reenlistment window based on the Soldier's TPU ETS or Ready Reserve ETS, which ever is earlier.
2. When computing the reenlistment window, the date must be a valid calendar date. When computing the first day of the reenlistment eligibility window, your supplemental answer and your final answer must be valid calendar dates. If you do not have a valid calendar date, you must convert it to a valid calendar date before completing this calculation.
3. When computing dates, each segment (YYYY MM DD) must include at least one number, such as 1995 10 01. The final answer on every date must convert to a valid calendar date. For example, 1995 02 30 is not a valid calendar date; February does not have 30 days. In addition, no computed date will ever have 00 months or days as a final answer. You must round down (deduct 1 year and add 12 months, or deduct 1 month and add 30 days).
4. The reenlistment date should be the next scheduled unit training assembly within the eligibility window.
5. When determining the reenlistment date, you must establish whether the Soldier is in the reenlistment window. Next, you should determine the date when the Soldier will reenlist.
6. A Soldier currently serving on an extension or a first term Soldier who has elected to continue drill attendance in lieu of transfer to the IRR, may reenlist at any time (AR 140-111, table 2-3). This Soldier must be fully qualified to reenlist on his/her reenlistment date.
7. When determining eligibility on a Soldier, for an annual interview (ETS more than one year away), use the first day of the reenlistment eligibility window for your computations. (This data will be used for planning purposes, since we really don't know when the Soldier will actually reenlist.)
8. When computing a period of time (age, total service, etc.), and the last day of the period is the last day of the month, change that day to 30 if it is other than 30. This note is extracted from the DOD Military Pay and Allowances Entitlement Manual (DODPM), paragraph 010301.

For example:		Change to
Reenlistment Date	1995 05 31	1995 05 30
DOB	1965 02 28	$\begin{array}{r} 1965\ 02\ 28 \\ \hline 30\ 03\ 02 \\ + \quad \quad 01 \\ \hline 30\ 03\ 03 \end{array}$
AGE		30 03 03

9. When computing a period of time (age, total service, etc.), always round the final answer up so that you have 11 months or less and 29 days or less. Round days to months or months to years as necessary.

For example:		Change to
Reenlistment Date	2001 08 17	
DOB	1968 01 18	$\begin{array}{r} 1968\ 01\ 18 \\ \hline 33\ 06\ 29 \\ + \quad \quad 01 \\ \hline 33\ 06\ 30 \end{array}$
AGE		33 07

The answer, in the above example, for computing the age is 33 years 06 months 30 days, you need to round this answer up to be 33 years 07 months 00 days. Since 30 days equate to 1 month, change the days to 0 and add 1 month to the month column. If your answer in the month column would be 12 months, you would have to change the 12 to 0 months and add 1 year to the year column.

10. To calculate the total military service you need to use the date of the Soldier's first contract in the military. This date may not be the PEBD (Personnel with prior active duty may not have credit for the prior active duty). The total military service of a Soldier applies to two distinct parts of the eligibility process, they are: Eligibility to Reenlist (AR 140-111) and Reenlistment Bonus Eligibility (AR 135-7). To determine eligibility to reenlist, the Soldier must meet the criteria based on AR 140-111 and your computations are based on the reenlistment date. To determine reenlistment bonus eligibility, the Soldier's total military service is computed as of the execution date of the written contract (DD Form 4, Block 5).