

**REQUEST FOR CLEARANCE FROM U.S. ARMY RESERVE  
FOR ENLISTMENT/APPOINTMENT IN ARMY NATIONAL GUARD**

The proponent agency is ARNG-HRH. The prescribing directive is the ARNG (FY) Enlistment Criteria Policy.

**PRIVACY ACT STATEMENT**

1. **AUTHORITY:** Title 5 USC 301 and Executive Order 9397.
2. **PURPOSE:** Used to receive clearance from the USAR Control Group for assignment in the Army National Guard. The original will be maintained in the soldier's Official Military Personnel File or electronically filed in a DoD approved system. A copy will be maintained by the MILPO for state records. For organizational use only.
3. **ROUTINE USES:** None.
4. **DISCLOSURE:** Voluntary; However, if SSN is not provided, you will not be accepted for enlistment in the Army National Guard.

FROM: (ARNG Enlistee or Appointee)

DATE:

THRU: (State Adjutant General)

TO:

NAME: (Last, First, Middle)

SSN:

HOME ADDRESS:

ENLISTED     APPOINTED

DATE ENLISTED OR APPOINTED:

GRADE:

BRANCH:

PMOS:

CONTROL GROUP: (i.e. Rein, AT, Standby, Unknown)

DETS: (Date Eligible for Transfer to Standby Reserve)

- 1) REQUEST THAT I BE SEPARATED FROM THE USAR FOR THE PURPOSE OF VALIDATING MY CONDITIONAL ENLISTMENT/APPOINTMENT IN THE ARNG. A COPY OF DD FORM 4 OR APPOINTMENT ORDER IS AT INCLOSURE 1.
- 2) IT IS FURTHER REQUESTED THAT MY MILITARY PERSONNEL RECORDS JACKET (MPRJ) WITH USAR SEPARATION PAPERS BE FORWARDED DIRECTLY TO THE STATE ADJUTANT GENERAL.

TYPED OR PRINTED NAME & GRADE OF ARNG ENLISTEE OR APPOINTEE:

SIGNATURE

1ST ENDORSEMENT:

FROM:

DATE

APPROVED     DISAPPROVED    Reason:

TYPED NAME & GRADE OF STATE ADJUTANT GENERAL AUTHORIZED REPRESENTATIVE:

SIGNATURE

2ND ENDORSEMENT:

FROM:

DATE

CHECK AS APPROPRIATE:

CLEARANCE FOR ENLISTMENT/APPOINTMENT GRANTED:  
SEPARATION PAPERS ARE ENCLOSED

CLEARANCE FOR ENLISTMENT/APPOINTMENT NOT GRANTED:  
\* INDICATE REASONS.

\_\_\_\_\_  
(CDR HRC OFFICIAL STAMP)

INCL:

(State Adjutant General or Similiar Authority)