

**UNITED STATES ARMY DRILL SERGEANT SCHOOL
UNIT COMMANDER'S CANDIDATE CHECKLIST (August 2013)**

Mail or scan and email completed checklists to:

Commander

U.S. Army Human Resources Command

ATTN: KNOX-HRC-EPD-D

1600 Spearhead Division Avenue

Fort Knox, KY 40121

Scan and email: usarmy.knox.hrc.mbx.epmd-drill-sgt-section@mail.mil

**For additional assistance on completing this application, please call HRC at: Commercial:
(502) 613-5870 DSN 983-5870**

SECTION I – Candidate Identification Data

NAME: _____ SSN: _____ RANK: _____

UNIT: _____ REPORT DATE: _____ DOR: _____

SECTION II - Eligibility Criteria

	<u>Yes</u>	<u>No</u>
a. Rank of SGT thru SFC	_____	_____
b. Is Soldier 40 years of age or older? (See Note 1)	_____	_____
c. Is Soldier more than 45 years old if a volunteer for DS duty? (See Note 1)	_____	_____
d. Incur a 24-month obligation for DS duty (See Note 2)	_____	_____
e. Minimum GT Score of 100 (may be waived by the commander of HRC to not less than 90 on a case-by-case basis)	_____	_____
f. Minimum physical profile (PULHES) 111221 (See Note 3) (some conditions may be allowed via medically approved waiver)	_____	_____
g. High school graduate or GED equivalency	_____	_____

SECTION II - Eligibility Criteria (continued)

	<u>Yes</u>	<u>No</u>
h. Warrior Leader Course (WLC) graduate for SGT or Advance Leadership Course graduate for SSG (HRC only is the waiver authority)	_____	_____
i. Qualified with the M16A2 in the last 6 months (Attach copy of Scorecard, DA Form 3595-R)	_____	_____
j. Minimum of 4 years total Active Federal Service (AFS) (TIS for USAR reduced to 3 years, however; effective 1 October 2009, the TIS waiver will be deleted and the TIS for USAR will increase to 4 years)	_____	_____
k. Meets the height/weight criteria of AR 600-9 (See Note 4)	_____	_____
l. Be able to pass the APFT (no substitution of event) (See Note 5)	_____	_____
m. Displays good military bearing; has demonstrated the capability to perform in positions of increased responsibility	_____	_____
n. No record of emotional instability as determined by screening of health records and clinical evaluation. (Evaluation must be from a licensed doctoral level mental health provider. This applies to both Active Army and USAR). Evaluation/interview must be attached.*	_____	_____
o. Documented speech impediment*	_____	_____
p. No record of misconduct during current enlistment, or in the last 5 years, whichever is longer:*		
(1) Any Article 15's or other disciplinary action during past 5 years?	_____	_____
(2) Any record of a court martial conviction in the DSC's career, provided it has not been reversed by a higher court?	_____	_____
(3) Record of conduct in violation of the Army's policy on participation in extremist organizations or activities?	_____	_____
(4) Record of assault on a subordinate, spouse, or child?	_____	_____
(5) Record of misconduct during the DSC's career involving moral turpitude? (See Note 6)	_____	_____

SECTION II - Eligibility Criteria (continued)

Yes No

(6) Record of misconduct to include the following offenses:

- (a) Driving under the influence (DUI) _____
- (b) Assault (other than subordinate, spouse, or child which is permanent disqualification) _____
- (c) Any drug related offense _____
- (d) Larceny/theft _____
- (e) Traffic violations with six or more points assessed _____
- (f) Court-martial convictions _____
- q. Observed negative reaction to stress* _____
- r. Any reason that this candidate could not adjust to DS duty _____

***NOTE: A response of “No” to question “n”, or a “Yes” in “o/p/q” in Section II will eliminate a DSC from consideration for the Drill Sergeant Program (DSP). Supporting documentation must be included. NCOs that receive a positive mental health evaluation following a negative mental health evaluation can be allowed into the DS program.**

SECTION III – Verification, Comment, and Endorsement

5. IAW AR 614-200, Chap 8, the above Soldier (Circle appropriate responses)

- a. Does meet selection criteria
- b. Does not meet selection criteria
- c. Supporting documentation is attached if applicable

6. Additional Remarks: *(Commander comments should include (but are not limited to), leadership abilities; motivation to be a drill sergeant; if determined that candidate could not adjust to DS duty, why; character/integrity; financial problems; physical fitness; temporary medical profiles; observed reaction to stress; and incidents of spouse, soldier or child abuse. Consider the “whole Soldier” in your recommendation, and describe someone that possesses the ability to effectively communicate. Attach additional sheets if required.)*

SECTION III – Verification, Comment, and Endorsement (continued)

6. Additional Remarks (continued):

7. I verify that the application for the above mentioned DSC is accurate and complete.
a. Please **PRINT NAME ON LINE AND SIGN ABOVE AND PHONE # BELOW SIGNATURE BLOCK.**

1SG, USA (USAR)
First Sergeant
EXT#_(_____)_____

CPT, _____
Commanding
EXT #_(_____)_____

8. Upon the completion and reviewing of this packet, I verify that the above mentioned DSC was screened and is recommended for enrollment into the DSP.

CSM, USA (USAR)
Command Sergeant Major
EXT#_(_____)_____

9. I endorse the above mentioned DSC for enrollment into the DSP.

LTC, _____
Commanding
EXT#_(_____)_____

SECTION IV – Notes

NOTES:

1. Drill Sergeant Candidates 40 years old or older are required to be medically cleared for DS duty if DA selected as drill sergeant candidates. Volunteers may be 45 years old or older, provided they have also been medically cleared for DS duty (See AR 40-501) at the time of request. Medical clearance must state that Soldier is medically cleared for DS duty.
2. Drill Sergeant Candidates must take appropriate action to meet the length of service requirement prior to attending school. The 24-month obligation begins on the actual reporting date to the gaining unit for Active Army; and for the Army Reserve, the 24-month obligation begins the day immediately following graduation.
3. A Drill Sergeant Candidate may possess certain medical conditions that would give him/her a lower PULHES rating than the minimum of 111221. Possessing a lower rating does not necessarily preclude a Soldier from performing duties as a DS. Prospective Drill Sergeant Candidates that possess a lower PULHES rating than the minimum will be medically evaluated to make the determination if their condition would hinder their abilities to perform as a DS. If medically cleared to perform the duties as a DS, an exception to policy must be submitted to the Drill Sergeant Program Proponent for approval to enter the DSP.
4. If the Drill Sergeant Candidate is overweight, action must be taken to ensure he/she is within compliance with AR 600-9, prior to class start date. If Drill Sergeant Candidate is separated from active duty or barred from reenlistment for overweight status please notify this headquarters immediately. If this requirement is the basis for determining that a Drill Sergeant Candidate does not meet the selection criteria for the DSP, a copy of the appropriate personnel action (flag or bar to reenlistment) must accompany this packet.
5. If the Drill Sergeant Candidate is having difficulty passing the APFT, action must be taken to ensure he/she can pass the APFT prior to class start date. If this requirement is the basis for determining that a Drill Sergeant Candidate does not meet the selection criteria for the DSP, a copy of the appropriate personnel action (flag or bar from reenlistment) must accompany this packet.
6. Moral turpitude involves misconduct of the following nature: incest, bestiality; homosexual activities; adultery; sexual activity with subordinate Soldiers; fraternization; sexual harassment; indecent acts with minors; or rape.
7. Deletion and deferments request must be submitted through your installation/reassignments manager or scan and email to drillsgtteam@conus.army.mil.