

Bavaria Career Skills Program  
Requirements and Acknowledgment  
Regulations: AR 600-81 chapter 8, AR 600-8-10, 5-12, #14.

SM INITIALS

SM can participate in 1 CSP; unless they are enrolled in MEB/IDES/WTU.

CSP participation is no earlier than 180-days from approved separation date. NO EXCEPTIONS.

The 180 days is the window in which SM can participate in the CSP.

Verification of approved separation date: retirement orders, REFRAD orders, Soldier Talent Profile with approved separation date, MFR from HRC stating approved separation date.

UQR packets, emails, voluntary retirement MFRs, CO/BN/BDE Commander MFR are not valid proof of separation date.

SM must complete all TAP requirements to include capstone.

Retirement: 180-days is calculated from the retirement date as stated on orders (last day of the month)

SM understands Army Regulation (AR) 600-8-10 Leaves and Passes.

CSP over 50 miles from installation: Requires administrative absence approval from BDE Commander.

Leave: regular leave, terminal leave, retirement PTDY is NOT authorized while participating in the CSP.

Administrative Absence/PTDY: Authorized during the CSP participation. SMs must report to their units upon completion of their CSP to clear the installation and proceed with terminal leave if applicable.

SMs enrolled in the MEB need a MFR from their PEBLO stating that they are enrolled in IDES. The MFR needs to include the status of the SMs determination (pending, not fit for duty).

SMs enrolled in MEB/IDES/WTU can participate in more than 1 CSP. They must complete the first one and submit a packet for the new CSP.

SMs are responsible for contacting CSP POCs, meeting internship requirements, submitting complete packets to CSP-IA.

Approved CSP cohorts: Require letter of acceptance from cohort program, Requirements and Acknowledgment, CSP checklist, participation memorandum, signed eForm DD2648, approved separation orders, DA31 for administrative absence as applicable. **Complete packets are due to CSP-IA NLT 1Month from cohort start date. (PEBLO MFR as applicable)**

Skillbridge/Individual Internships: Require internship agreement, CSP checklist, participation memorandum, signed eForm DD2648, approved separation orders, R&A, DA31 for administrative absence as applicable. **Complete packets are due to CSP Counselor NLT 4 weeks from cohort start date to process packets through JAG and Final approval.**

**SM is NOT authorized to participate in internships until their packets are approved.**

**CSP Counselors can NOT guarantee packets will be approved prior to the internship start date if packets are submitted late.**

SM Name

CDR Name

SM Signature

CDR Signature

NOTE: Category I-Your initials/ signature and either 1SG or Commander signature  
Category II & III- Just your initials and signature