



UNITED STATES ARMY DRILL SERGEANT SCHOOL UNIT COMMANDER'S CANDIDATE CHECKLIST



Please submit completed Checklists as a Personnel Action Request (PAR) in IPPS-A to the Drill Sergeant Team's User Defined List (UDL):

000000000034270 / Name: AC HRC ENL DRILL SGT TEAM

For additional assistance on completing this application, reference AR 614-200, call HRC at: Commercial: (502) 613-5870 DSN: 983-5870, or email at:
usarmy.knox.hrc.mbx.epmd-drill-sgt-section@army.mil

SECTION I – Candidate Identification Data

NAME: _____ SSN: _____ RANK: _____

UNIT: _____ CLASS NUMBER: _____

SECTION II - Eligibility Criteria

Yes No

- a. Is Soldier rank of SGT thru SFC?
- b. Does Soldier have enough time remaining in current enlistment to meet the 24-month obligation for DS duty? (**See Note 1**)
- c. Does Soldier have a minimum GT Score of 100? (may be waived by the commander of HRC to not less than 85 on a case-by-case basis)
- d. Does Soldier have a minimum physical profile (PULHES) 211321? (**See Note 2**)
- e. Is Soldier a high school graduate or have a GED equivalency?
- f. Is Soldier a Basic Leader Course (BLC) graduate?(HRC is the only waiver authority)
- g. Does Soldier have a minimum of 4 years total Active Federal Service?
- h. Does Soldier meet the height/weight criteria of AR 600-9?(**See Note 3**)
- i. Is Soldier able to pass the ACFT (no substitution of events)?(**See Note 4**)
- j. Has Soldier displayed good military bearing and demonstrated the capability to perform in positions of increased responsibility as reflected on NCOERs?

SECTION II - Eligibility Criteria (continued)

Yes

No

k. Has Soldier had any Article 15's or other disciplinary actions in the past 5 years? Explanation must be attached.*

l. Does Soldier have a documented speech impediment?*

m. Does Soldier have any record of the following type 1 violations:

(1) Any record of a court martial conviction in the Soldier's career, provided it has not been reversed by a higher court?

(2) Any record of conduct in violation of the Army's policy on participation in extremist organizations or activities?

(3) Any record of assault on a subordinate, spouse, or child?

(4) **ANY** illegal drug abuse, prescription or synthetic?

(5) Any record of misconduct during the Soldier's career involving moral turpitude? **(See Note 5)**

(6) An initial enlistment waiver for derogatory information related to any Type 1 information listed above?

(7) Two or more offenses listed in "r" below?

(o) Record of misconduct to include the following offenses in the last 5 years:

(1) Alcohol Abuse (as defined in AR 600-85)?

(2) Assault (other than subordinate, spouse, or child)?

(3) Larceny/theft/fraud or burglary?

(4) Traffic violations with six or more points assessed?

(5) Court-martial convictions?

(6) Relief for cause NCOER while in current grade or past 5 years, whichever is longer.

p. Observed negative reaction to stress?*

q. Does the Soldier have any extremist, indecent, sexist, or racist tattoos? **(See Note 6)**

r. Any reason that this candidate could not adjust to DS duty? Explanation must be attached.*

SECTION II - Eligibility Criteria (continued)

***NOTE: A response of “Yes” in “o/p/q/r/s” in Section II will eliminate a Soldier from consideration for the Drill Sergeant Program (DSP). Supporting documentation must be included. NCOs that receive a positive mental health evaluation AFTER receiving a negative mental health evaluation can be allowed into the DS program.**

SECTION III – Verification, Comment, and Endorsement

1. IAW AR 614-200, Chap 8, section III, the above Soldier (Mark appropriate responses)

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

2. Additional Remarks:

(Commander comments should describe leadership abilities and future potential as a drill sergeant. If candidate **should not** be a DS state, why with detailed examples e.g. lack character/integrity, financial problems, physical fitness, temporary medical profiles, or observed reaction to stress. 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

2. Additional Remarks (continued):

3. I verify that the application for the above mentioned DSC is accurate and complete.

a. **PLEASE PRINT NAME AND SIGN ABOVE. INCLUDE PHONE # BELOW SIGNATURE BLOCK.**

First Sergeant
Phone:

Commander
Phone:

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

Command Sergeant Major,
Phone:

DATE: _____

I have personally interviewed and endorse the above mentioned DSC for enrollment into the DSP.

I DO DO NOT endorse the above mention Soldier for enrollment into the DSP.

LTC,
Commanding
Phone:

DATE: _____

SECTION IV – Notes

NOTES:

1. 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.

2. A Drill Sergeant Candidate may possess certain medical conditions that would give him/her a lower PULHES rating than the minimum of 211321. 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.

3. 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.

4. If the Drill Sergeant Candidate is having difficulty passing the ACFT, action must be taken to ensure he/she can pass the ACFT 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.

5. Moral turpitude involves misconduct of the following nature: incest, bestiality; adultery; sexual activity with subordinate Soldiers; pandering; prostitution; fraternization; sexual harassment; spouse or child abuse characterized as moderate or severe; rape; or indecent acts with minors (see ALARACT 188/2014 AND FRAGO to HQDA EXORD 194-14).

6. Soldiers who have inappropriate tattoos per AR 670-1 Chapter 3-3 b. will not be allowed to attend the United States Army Drill Sergeant Academy.

7. Deletion and deferments request must be submitted through IPPS-A as a Personnel Action Request (PAR) and endorsed by the first O6 in the Soldier's Chain of Command. The PAR must then be routed to the Drill Sergeant Team utilizing the Unit Defined List (UDL) ID: 00000000034270 / Name: AC HRC ENL DRILL SGT TEAM

8. For questions about Drill Sergeant School Course contact the USADSA S3 at (803)751-6232 or go to <http://jackson.armylive.dodlive.mil/about/armyschools/usadss/>