

**RELEASE FROM ACTIVE DUTY (REFRAD), ACTIVE-DUTY OPERATIONAL SUPPORT (ADOS),
ACTIVE GUARD RESERVE (AGR), & ARMY NATIONAL GUARD (ARNG)**

Packets must be submitted via IPPS-A in ONE or TWO attachments; UDL: 000000000039364

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|---|
| • <i>Current</i> Active-Duty Orders and ALL amendments |
| • ALL prior DD 214s, DD Form 220s, & DA Form 5016 (if applicable) |
| • SFL-TAP Requirements Met Form (if on Active-Duty for more than 180 days) |
| • LES |
| • Approved absence request form (if applicable) |
| • DD93 (updated within 6 months) |
| • SGLI (updated within 6 months) |
| • STP |
| • SRB or SM PROFILE (S1 can find under Profile Management via IPPS-A) |

NOTES:

- SRB or SM Profile is required to add Military Education/Awards/Tabs/Ribbons/Decorations to DD 214. (The STP does not contain this information.)
- If any Mil Ed Courses or Awards are missing, please provide key supporting documents such as memos, certificates of completion, and 1059s

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