5551

**You must log into IPPS-A to complete this form at: https://hr.ippsa.army.mil/**

**IPPS-A EMPLOYEE ID\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**RANK/NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I have completed my member elections in IPPS-A. Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Marital status: \_\_\_\_\_\_\_\_\_\_ (Married, Single, Divorced, Widowed)**

**I have completed the ON LINE LEVY BRIEF at:**

[**https://home.army.mil/stewart/index.php/about/Garrison/DHR/MPD/levy-brief-reassignments**](https://home.army.mil/stewart/index.php/about/Garrison/DHR/MPD/levy-brief-reassignments)**: my certificate of completion is attached.**

 **Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The Soldier does/does not have a valid GTCC. (circle one) All requirements have/have not been met for PCS usage. (circle one)**

**APC PLEASE PRINT YOUR NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ UNIT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and**

**Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**In conjunction with my PCS, I have a TDY/school Assignment. Yes/No if yes, I have chosen TDY Option 1,2,3,4 (circle one) see the on line levy brief for an explanation of the TDY options if applicable.**

**My Rank is E-1-E6, O1-O3, W1-W2 I have civilian dependents and I Have attended the EFMP 101 Course. My certificate is attached. (This brief is only for Soldiers in the ranks stated and have Civilian dependents). I understand that I will NOT receive PCS Orders until I attend the Class. Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **OVERSEAS ASSIGNMENTS ONLY**

**I am on Assignment to an OCONUS location, My dependents are not traveling, they will (circle one) relocate to/remain at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. (List city state zip code)**

**I must have my dependents screened for Overseas travel and an approval must be rendered before Orders can be produced. I have started the process at** [**https://efmp.army.mil/**](https://efmp.army.mil/)**. My DA 4787 is also attached.**

**I am shipping pets YES/NO (circle one)**

**Alaska Assignments (circle one)- I elect to fly/I elect to drive**

**Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I have civilian dependents yes/no (circle one) if yes, I must attend the smooth move OCONUS Brief within 30 days of Assignment notification. Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**\* If you are on Assignment to an overseas location and you are single with minor dependents (under 18 years of age) accompanying you, you must attach legal documentation as proof of full physical custody. If you are married and the minor dependents were not born of the current marriage, please attach legal documentation as proof of physical custody. If there is only one parent listed on the birth certificate, the birth certificate can be attached as proof of physical custody.**

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**CELL/HOME PHONE:\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Soldier signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**