Warrant Officer Predetermination Packet Checklist

☐ The Command Chief Warrant Officer’s recommendation (to include any required mandatory prerequisite waivers) service member does not complete this.

☐ Commander’s (Unit/BN/MACOM) recommendation (HQ USAREC Form 1936)
   
   Unit Commander letter must include the following certification of current APFT results:
   
   “I certify that (name & rank) successfully passed the Army Physical Fitness Test consisting of push-ups, sit-ups and the two mile run with a score of (score) on (date within 6 months); the verified height is (feet & inches) and the verified weight is (lbs).”

☐ Names and phone numbers for references to be contacted by CCWO (at least three).

☐ Current Enlisted Record Brief/ ERB

☐ Resume (HQ USAREC Form 1935)

☐ Transcripts documenting completion of required college level courses and courses supporting training related to the applied for MOS and High School Diploma. (certified by Educational Services Office).

☐ OER’s/ NCOER’s covering period of feeder MOS and leader experience required by the mandatory Pre-requisites.

☐ Documents required by the proponent (training/leadership certificates, DA Form 1059’s/NGB Form 22 and DD Form 214’s)

☐ Civilian documents which support training or experience directly related to the MOS (performance evaluations, Technician appraisals, position descriptions, licenses, others)

☐ DA Form 705 APFT (must be within 6 months/ 70 pts in each event)

☐ Awards and Decorations (performance related)

☐ Letter of Recommendation from CW3-CW5 who holds the MOS, if applicable (HQ USAREC 1936)

☐ DA Form 5500/5501 (Body Fat worksheet- if applicable)

☐ Security clearance verification statement (JCAVS Summary)

☐ Copy of latest physical (must be within 5 years) with current PHA OR

☐ Chapter 2 Commissioning Physical (DD2807-1 & 2808) only required for FEDREC

☐ Statement of Understanding for All FTSP (AGR and Tech).

☐ Request for waivers other than for mandatory prerequisites, i.e., age, civil convictions, or two-time non-selected for promotion, will be submitted as separate actions and not as a part of the predetermination action. Include these additional requests at the same time as predetermination packet submission.

ALL PACKETS MUST COME TO THE: Warrant Officer Strength Management Team, VTS, Bldg. 686 STE 205B, Fitzhugh Blvd, SMYRNA, TN. 37167. Or EMAIL – mary.v.deel.mil@mail.mil or Phone (615) 355-3648/ DSN 683-3648 or Cell (615) 557-7313.