

UNITED STATES ARMY SOLDIER SUPPORT INSTITUTE  
Fort Jackson, South Carolina 29207-7035

REGULATION  
NO. 350-11

18 Aug 1998

Training  
STUDENT DISPOSITION

1. PURPOSE. This directive establishes responsibilities, policies, and procedures for a student's disposition within the U.S. Army Soldier Support Institute (USASSI), for those students who, for whatever reason, are released prior to normal enrollment/graduation.
2. REFERENCES. Appendix A lists required and related publications.
3. APPLICABILITY. This regulation applies to all elements within USASSI who process student disposition actions and to all students attending schools at USASSI. For disenrollment of ARNG or USAR Officer Basic Course (OBC) students, refer to USASSI Reg 15-11, Faculty Boards. For disenrollment of NCOA students, refer to TRADOC Reg 350-17, Noncommissioned Officer Training in TRADOC.
4. RESPONSIBILITIES.

a. Each course director will:

(1) Regularly counsel all students about their academic performance. Course directors may delegate regular counseling to the class adviser/drill sergeant/small group leader.

(2) Formally counsel each student within one duty day after the student fails a test and inform him/her that

---

\*This regulation supersedes SSI Reg 350-11, 1 Jun 95.

continued examination failure can result in disenrollment. Course directors may delegate counseling to the class adviser/drill sergeant.

(3) Monitor progress of all students. Counsel deficient students formally when their overall average drops five percent below the required grade point average or if their class adviser/drill sergeant/small group leader deems appropriate. Maintain audit trails of important personnel actions.

(4) Initiate student dispositions as required.

(5) Inform students of the pending disposition action and, if applicable, permit them to submit a written appeal before sending to the approval authority. (This pertains to academic or administrative appeals only).

b. Student company commander will:

(1) Counsel the student on the possible results of disenrollment, as necessary (i.e., UCMJ, weight control, medical, APFT, and course requirements.)

(2) Initiate student dispositions, as required.

(3) Inform students of the pending disposition action and, if applicable, permit them to submit a written appeal before sending the disposition to the approval authority. (This pertains to administrative appeals only) The course director takes care of academic appeals. (See para 4a(5)).

(4) Administer APFT and retest for OBC, WOBC, reclassification, and IET students.

(5) Weigh all U.S. military students reporting to an SSI course except Recruiting and Retention School (RRS) and Noncommissioned Officer Academy (NCOA) students. The RRS and the NCOA are responsible for weighing their students. If a student does not meet the standard,

disenroll him/her from class under AR 600-9. All students must be enrolled before disenrollment for failure to meet weight standards. A student disposition is then filled out and turned into Academic Records. Academic Records, in turn, inputs data into the Army Training Requirements Resourcing System (ATRRS). (This does not apply to AIT or OBC students).

(a) Officers reporting to OBC/WOBC exceeding AR 600-9 body fat percentages will be placed in a weight control program and counseled on the need to meet the weight standards. Those making satisfactory progress will be permitted to graduate. If an officer is overweight at the time of graduation, his/her academic efficiency report (DA 1059) will have "Height/Weight NO" annotated in item 16. Suspension of favorable personnel action (FLAG) on the officer will be transferred to the gaining command under AR 600-8-2. Those not making satisfactory progress as defined by AR 600-9 by end of course will not be allowed to graduate and will be processed for elimination from the service.

(b) Officers who PCS to a professional military school who do not meet body composition standards will be processed for disenrollment and, if applicable, removal from the DA board select lists. The officer will be afforded 48 hours from notification to submit matters in rebuttal. The final decision rests with the approval authority.

(c) Personnel arriving at professional military schools (other than DA board select or PCS schools) who do not meet body fat composition standards will be withdrawn from class and will be disenrolled without further process and reassigned as follows:

(1) Active component soldiers TDY and return will be disenrolled and returned to home station.

(2) Active component soldiers TDY enroute will be disenrolled and attached to the installation pending clarification of assignment instructions for follow-on assignment. The school commandant will notify PERSCOM of

the soldier's ineligibility for schooling and request clarification of assignment instructions.

(3) Active component soldiers in PCS status will be disenrolled and will immediately be reported as available for assignment and attached to the installation pending assignment instructions from PERSCOM. In addition, follow the policy in 4b(5)(a).

(4) ARNG soldiers TDY and return will be disenrolled. All M-Day, Title 32 AGR and Title 10 AGR personnel will return to their home station. For M-Day and Title 32 AGR personnel, the school commandant will forward a memorandum to the Adjutant General of the State concerned. For Title 10 AGR personnel, the school commandant will forward a memorandum to the Chief, National Guard Bureau, ATTN: NGB-ARZ.

(5) ARNG soldiers TDY enroute will be disenrolled. Title 32 AGR personnel will be immediately returned to home station. A memorandum from the school commandant will be forwarded to the Adjutant General of the State concerned. ARNG Title 10 personnel will be sent to their next permanent duty station. A memorandum will be forwarded to the Chief, National Guard Bureau, ATTN: NGB-ARZ.

(6) ARNG soldiers in PCS status will be disenrolled. Title 32 personnel will be immediately returned to home station. ARNG Title 10 personnel will be attached to the Office of the Senior ARNG Advisor at the installation pending receipt of permanent assignment instructions from NGB-ARP-CT. Policy in 4b(5)(a) is followed.

(7) U.S. Army Reserve soldiers TDY and Return will be disenrolled and returned to home station. For USAR Title 10 AGR personnel, a memorandum will be forwarded to Commander, ARPERCEN (DARP-AR). For non-AGR soldiers, a memorandum will be forwarded to the first general officer in the soldier's chain of command.

(8) USAR soldiers TDY enroute will be disenrolled. USAR Title 10 AGR personnel will be sent to their next permanent duty station. A memorandum will be forwarded to the Commander, ARPERCEN (DARP-AR). The school commandant will immediately notify the gaining installation.

(9) USAR soldiers in PCS status will be disenrolled. The school commandant will immediately report the soldier to Commander, ARPERCEN (DARP-AR) as available for assignment. Pending clarification of further instructions, attach the soldier to the Office of the Senior USAR Advisor at the installation. Policy I 4b(5)(a) will be followed.

(d) AIT soldiers fall under the weight control provisions of TRADOC Reg 350-6.

(e) Prior service soldiers attending MOS training will be immediately returned to the 120th Reception Battalion.

c. Training Support Battalion Commander will:

(1) Inform all new students about administrative and disciplinary measures that may result if they do not meet unit policies and course standards.

(2) Review company commander's student disposition recommendations before sending them to the student's course director for action. This does not apply if the student disposition form is originated by the 369th.

(3) Approve or disapprove student dispositions for APFT failures, disenrollment due to failure to meet weight standards, for UCMJ and other disciplinary reasons and new starts for APFT failures for students attending reclassification training.

d. 369th AG Battalion Commander will:

(1) Approve or disapprove all Adjutant General AIT student dispositions. This authority has been delegated by the Commandant, Adjutant General School (AGS). The approval for new starts has been delegated to the Director, AITD. No further delegation of authority is permitted.

(2) Inform all new students about administrative and disciplinary measures that may result if they do not meet unit policies and course standards.

e. Each school commandant will:

(1) Ensure that the applicable approved course grading plan supports each academic disposition.

(2) Inform all students at the start of their training about academic, disciplinary, and leadership standards.

(3) Approve or disapprove all dispositions from courses administered by their school. If the disposition packet doesn't enable the commandant to decide, return it to the initiator for more justification, to appoint an investigating officer, or to recommend a board, as appropriate.

(4) Disenrollment authority should not be delegated below the department director level.

(5) Refer elimination actions on officers with less than three years commissioned service to a faculty board (see SSI Reg 15-11). Initiation of disposition action remains the same.

(6) Send all disposition recommendations for students attending NCOES courses to the Commandant, NCOA (through Reserve Component Liaison Office if ARNG/USAR students).

(7) Ensure that students pending disposition

SSI Reg 350-11

continue to attend class unless:

(a) The school commandant feels that the student will disrupt good order and discipline. The battalion commander will make the determination for AIT students under TRADOC Reg 350-6.

(b) The student must return to the parent unit by a specific date (self-executing orders).

(8) Coordinate all potential disposition actions on foreign military students with the International Military Student Office.

(9) Ensure student disposition is submitted on students to be disenrolled due to failure to meet weight standards or pass the initial APFT.

f. Commandant, NCOA will follow procedures outlined in TRADOC Reg 350-17 and AR 350-1, Chapter 1-21.

g. Army National Guard/US Army Reserve Liaison Advisor, SSI will:

(1) Be included in the staffing coordination for disposition of all ARNG/USAR students except Recruiting and Retention School students. RRS will handle all coordination for these students.

(2) Contact the parent unit and control agency of a student pending disposition to find out if the unit will support retraining.

(3) Coordinate with Chief, National Guard Bureau or Office of Chief Army Reserve as required.

(4) Inform the student company of students being recalled by their parent unit to initiate disposition action.

SSI Reg 350-11

h. International Military Student Office (ISMO) will:

(1) Coordinate disposition of international military students with the school commandant, deputy commander, Commanding General, SSI, and TRADOC Security Assistance Training Field activity (SATFA), under SSI Reg 350-18 and AR 350-1.

(2) Ensure disposition request is complete and accurate before referring it to the final approval authority, TRADOC SATFA.

i. Commander, Moncrief Army Community Hospital will inform the student company commander when there is medical justification to disenroll a student.

j. The installation Adjutant General will ensure personnel actions precipitated by student dispositions are expeditiously processed.

k. The Director, Training Support will:

(1) Develop student disposition policies and procedures.

(2) Process grades supporting student dispositions immediately after receiving them.

(3) Review all actions for administrative completeness.

(4) Distribute completed disposition packets.

(5) Keep the official file for all student dispositions of SSI schools.

(6) Keep course attrition statistics for all SSI courses.

(7) When a student fails to meet the standards of AR 600-9 and/or fails initial APFT, enroll that student in

his/her proper class prior to processing student disposition.

(8) Post all training data to Automated Instructional Management System (AIMS) and Army Training Resource and Requirements System (ATRRS).

1. Interservice Postal Training Activity Director will:

(1) Approve or disapprove all postal student dispositions. This authority has been delegated by the Commandant, Adjutant General School. No further delegation of authority is permitted.

(2) Counsel students on possible results of disenrollment as required.

5. GENERAL GUIDANCE.

a. Document SSI dispositions on FJ Form 350-100-6 (Student Dispositions), See Appendix B. The student disposition form is the only notification, transmittal, and approval documentation needed to process a student's disposition. Attach recommendations, justifications, or decision papers as enclosures. Make sure the disposition packet includes the following:

(1) Student disposition form--FJ Form 350-100-6 (complete).

(2) All counseling forms--use DA Form 4856 (General Counseling Form). Document each test and retest failure. For each failure, complete parts 1-3 and include test or retest scores or summary of counseling. Allow the student to make written remarks in block 11.

(3) Student's gradebook review or academic review.

(4) Student's appeal (if an appeal is permitted and received).

(5) Any other documentation, as appropriate such as

APFT scorecard, sick slips, attendance records or any documentation used when counseling students.

b. The course grading plan outlines academic graduation requirements. Failure to meet standards of personal conduct, motivation, and attitude are grounds for disenrollment. A student's failure to meet regulatory (weight control, MOS standards, recruiter standards, APFT standards) or statutory prerequisites are grounds for disenrollment. Other pertinent documents may also outline additional course requirements.

c. Student dispositions are administrative in nature and do not provide the same degree of due-process protection afforded judicial actions. Commandants and commanders will not bypass the Uniform Code of Military Justice (UCMJ) by using disposition as a quick way to punish soldiers for alleged UCMJ infractions.

d. If you recommend disenrollment, tell the student:

(1) Why you recommend the disposition.

(2) The effect this disposition might have on his/her career.

(3) Whether they may appeal and the procedures for submitting an appeal.

e. Students who lack training provided by prerequisite courses may be involuntarily disenrolled if the prerequisite is listed in the course catalog on ATRRS. Students who feel they lack the prerequisite training or experience may voluntarily ask the commandant to disenroll them. Both parties must agree that the disposition is in the best interest of the soldier and the Army. Normally, academic dispositions are started by the course director or class adviser.

f. Diagnostic tests may be used for student placement.

Poor performance on a diagnostic test is NOT usually valid justification to involuntarily disenroll a student.

g. Process all dispositions promptly. Hand-carry them to the next action officer. For students who are not attending classes because they are hospitalized, AWOL, etc, initiate disposition action when a reasonable determination of the student's status is made.

h. Counsel all students on a regular basis about their performance and more frequently if performance becomes marginal. Address the problem, solicit input from the student, and state specific recommendations to improve performance. Include referrals to agencies which may help, if appropriate.

#### 6. SPECIAL CONSIDERATIONS.

a. Accelerated graduation. Graduate a student early for appropriate reasons when he/she meets all academic requirements and all grades have been processed into AIMS before the scheduled graduation date. Prepare FJ Form 350-100-6 (school) per Appendix B. Get a diploma from DOTS (ATSG-TSM-R) to present to the student before the student departs.

b. Administrative pass. Administratively pass a student, if appropriate, even though the student does not meet all of the course requirements specified in the course grading plan. Prepare FJ Form 350-100-6.

c. New starts. These will be limited to students with proper medical or administrative reasons or to students who, with additional training, can overcome the academic deficiencies that caused the current disposition. If you intend to new-start a student, state the number of the class in which you wish to enroll the student. When restarting a student:

(1) Place the student in a class that is as near as possible to the beginning of the curriculum. Make sure the

student is reenrolled at least at the beginning of the blocks of instruction that were missed or failed.

(2) Give the student remedial training and testing before enrolling in a subsequent class.

(3) Give students who are absent from school the opportunity to catch up through concentrated instruction or after-hours study.

d. Appeals. Students that have appeal rights may submit statements and evidence to convince the school commandant or Commanding General not to approve prejudicial disposition. Students will have 48 hours from first notification of disposition action to submit appeals. If the appeal is not submitted within the 48 hours provided, its absence will not be the basis for delaying the commandant's decision. Appeals for NCOA students will be according to TRADOC Reg 350-17. Requests to extend self-terminating orders for the express purpose of allowing a student to submit an appeal will be denied.

## 7. APPENDICES.

A - List of Required and Related Publications

B - Instructions for Completing Student Dispositions.

C - Distribution of Completed Actions

D - Training Policy for Pregnant Soldiers

E - Authority to Disenroll Students

F - Weight and Physical Fitness Matrices

Appendix A

REFERENCES

Section I - Required Publications

- AR 12-15, Joint Security Assistance Training (JSAT)
- AR 350-1, Army Training and Education (draft)
- AR 350-41, Training in Units, Chap 9, Physical Fitness
- AR 351-1, Individual Military Education & Training
- AR 600-9, Army Weight Control Programs w/TRADOC Suppl 1
- TRADOC Reg 350-6, Initial Entry Training (IET) Policies & Administration
- TRADOC Reg 350-17, Noncommissioned Officer Training in TRADOC
- SSI Reg 350-18, Foreign Students

Section II - Related Publications

- AR 135-175, Separation of Officers
- AR 135-178, Separation of Enlisted Personnel
- AR 611-201, Enlisted Career Management Fields & Military Occupational Specialties
- AR 635-100, Personnel Separations, Officer Personnel
- AR 635-200, Personnel Separations, Enlisted Personnel
- NGR 600-200 Enlisted Personnel Management

SSI Reg 350-11

NGR 635-100, Personnel Separations, Termination of  
Appointment & Withdrawal of Federal Recognition

SSI Reg 350-22, Resident Student Measurement

Appendix B

INSTRUCTIONS FOR COMPLETING STUDENT DISPOSITION FORM  
(FJ FORM 350-100-6)

SECTION I (STUDENT IDENTIFICATION) -- self explanatory.

SECTION II (RECOMMENDED ACTION) -- Check appropriate block.

A. JUSTIFICATION. Be specific as possible; e.g., academic failure, misconduct. Cite specific instances and attach documentation as necessary (indicate by event the number of those test(s) failed).

B. STUDENT ACKNOWLEDGMENT. Have student acknowledge the action in part B and give him/her a copy. Hold action for up to 48 hours if student desires to appeal the recommendation. After appeal is received and considered, or if no appeal is offered, continue appropriate staffing.

SECTION III (STAFFING) -- Used to record concurrence/nonconcurrence of staff and commanders as required. If student company initiated, the disposition of staffing is determined by the battalion commander and then through the school as determined by school commandant.

SECTION IV (approval) -- Approval authority (unless delegated) is the school commandant.

SECTION V (DISTRIBUTION) -- Completed action (original documents) with all enclosures will be forwarded to Academic Records for final action and distribution.

SECTION VI (ADMINISTRATIVE REVIEW) -- Academic Records will review action for correctness and attach latest student academic record. Action will be returned to originator for processing through ARNG/USAR Liaison (if applicable) and the chain of command (school or unit). Academic Records will provide pending action copies as required.

STUDENT DISPOSITION (SSI Reg 350-11)						
<b>SECTION I - STUDENT IDENTIFICATION</b>						
Name (Last, First MI)		SSN		Rank	MOS/Branch	Component
Course Code	Class Number	Course Title		Start Date	Graduation Date	
Student Company (Name and Address)			Point of Contact (Name and Telephone Number)			
<b>SECTION II - RECOMMENDED ACTION: (check one)</b>						
Early Graduation	Admin Elimination	Academic Elimination	Non-Enrollment	Transfer to Course and Class	Newstart to Class	
A. JUSTIFICATION (Event Numbers must be used when applicable)						
Recommended by (Name, Rank, Position):						
Signature (Instructor or Commander):				Date:		
B. STUDENT ACKNOWLEDGEMENT:						
I've read sections I and II and enclosures _____ through _____ I understand I have the right to appeal this recommendation and must do so within 48 hours for it to be considered.						
I do/do not wish to appeal.						
Student's Signature:						
<b>SECTION III - STAFFING</b>						
<b>Reserve Liaison (Required for Reserve, National Guard, and AGR soldiers)</b>						
_____ Concur. _____ Nonconcur. Remarks						
Signature: _____				Date: _____		
Name, Rank, Position						
_____ Concur. _____ Nonconcur. Remarks						
Signature: _____				Date: _____		
Name, Rank, Position						

<input type="checkbox"/> Concur. <input type="checkbox"/> Nonconcur.    Remarks
Signature: _____ Date: _____ <small>Name, Rank, Position</small>
<input type="checkbox"/> Concur. <input type="checkbox"/> Nonconcur.    Remarks
Signature: _____ Date: _____ <small>Name, Rank, Position</small>
<input type="checkbox"/> Concur. <input type="checkbox"/> Nonconcur.    Remarks
Signature: _____ Date: _____ <small>Name, Rank, Position</small>
<b>SECTION IV - APPROVAL</b>
<input type="checkbox"/> Disenroll. <input type="checkbox"/> Continue to Train.    Remarks
Signature: _____ Date: _____ <small>Name, Rank, Position</small>
<b>SECTION V - ADMINISTRATIVE REVIEW (AR, DOTS)</b>
<input type="checkbox"/> Return.  Reason Returned:
<b>SECTION VI - DISTRIBUTION (AR, DOTS)</b>
<input type="checkbox"/> Academic Records-(original w/encl) <input type="checkbox"/> TSB (copy w/o encl) <input type="checkbox"/> Student Milpo/Trainee Branch (copy w/o encl) <input type="checkbox"/> 369th (copy w/o encl) <input type="checkbox"/> Unit Commander (copy w/o encl) <input type="checkbox"/> Course Director (copy w/o encl) <input type="checkbox"/> ARNG/USA LNO (copy w/o encl) <input type="checkbox"/> Other
Completed on: _____ Signed: _____

Appendix C

DISTRIBUTION OF COMPLETED ACTIONS

Academic Records/Training Management, DOTS, personnel will send copies of completed actions to:

- a. Academic Records (AR) - original and all enclosures (AR will keep an official file which is available for review as needed).
- b. Student Management Branch, Personnel Service Center - one copy with enclosures (except civilian and foreign students).
- c. Unit Commander -- one copy without enclosures.
- d. Course Director -- one copy without enclosures.
- e. ARNG/USAR Liaison Officer -- one copy without enclosures (ARNG/USAR students only).
- f. Commander, TSB -- one copy without enclosures.
- g. Commander 369th AG BN -- one copy without enclosures.
- h. Others as required.

**HQDA/TRADOC  
Training Policy: Pregnant Soldiers**

Policy Category Of Training	Pregnant Prior to Arrival at School	Pregnancy Diagnosed After Enrollment in School (T-3 Profile)
AIT	Process for Separation IAW para 11-3b, AR 635-200.	Medical authority directs T-3 profile. Soldiers receiving temporary or permanent profiles after enrollment will be evaluated by the Commandant for continued enrollment. Soldiers who have met or will be able to meet minimum graduation requirements will continue to be trained within the limits of the profile. However, soldiers unable to meet minimum graduation requirements will be disenrolled and may be enrolled in a later course.
WOBC	Pregnant soldiers will be permitted to enroll in WOBC. APFT and Height/Weight standards are waived per the limits of the T-3 profile issued by medical authority IAW AR 40-501.	Medical authority directs T-3 profile. Soldiers receiving temporary or permanent profiles after enrollment will be evaluated by the Commandant for continued enrollment. Soldiers who have met or will be able to meet minimum graduation requirements will continue to be trained within the limits of the profile. However, soldiers unable to meet minimum graduation requirements will be disenrolled and may be enrolled in a later course.
OBC	Pregnant soldiers cannot be enrolled in OBC. Though APFT and Height/Weight standards are not waived per the limits of the T-3 profile issued by medical authority, the pregnant soldier cannot participate in other mandatory training (No weapons training after the twentieth week of pregnancy, no wearing of LBE, no NBC training and no wearing of MOPP gear, and may not be able to complete Land Navigation Training). Pregnant soldiers cannot complete all mandatory training as prescribed by HQ, TRADOC; therefore, cannot be enrolled.	Medical authority directs T-3 profile. Soldiers receiving temporary or permanent profiles after enrollment will be evaluated by the Commandant for continued enrollment. Soldiers who have met or will be able to meet minimum graduation requirements will continue to be trained within the limits of the profile. However, soldiers unable to meet minimum graduation requirements will be disenrolled and may be enrolled in a later course.
NCOES (PLDC, BNCOC and ANCOC)	Deny enrollment. T-3 profile prohibits attendance. Unit commander is responsible to remove pregnant soldiers from attendance consideration until temporary profile is removed. If soldier shows up anyway, return the soldier to the losing unit (gaining unit if TDY enroute). Soldier regains eligibility upon termination of T-3 profile (AR 351-1).	Medical authority directs T-3 profile. Soldiers receiving temporary or permanent profiles after enrollment will be evaluated by the Commandant for continued enrollment. Soldiers who have met or will be able to meet minimum graduation requirements will continue to be trained within the limits of the profile. However, soldiers unable to meet minimum graduation requirements will be disenrolled and may be enrolled in a later course.
OAC, WOAC and PCC	Pregnant soldiers will be permitted to enroll in OAC, WOAC and PCC. APFT and Height/Weight standards are waived per the limits of the T-3 profile issued by medical authority IAW AR 40-501.	Medical authority directs T-3 profile. Soldiers receiving temporary or permanent profiles after enrollment will be evaluated by the Commandant for continued enrollment. Soldiers who have met or will be able to meet minimum graduation requirements will continue to be trained within the limits of the profile. However, soldiers unable to meet minimum graduation requirements will be disenrolled and may be enrolled in a later course.
RECLASSI- FICATION TRAINING	Deny enrollment. T-3 profile prohibits attendance. If soldier arrives, return the soldier to the losing unit. If soldier is TDY enroute, refer to Trainee Branch for assignment clarification.	Medical authority directs T-3 profile. Soldiers will be evaluated for continued enrollment and receive pregnancy counseling. Soldiers who have met or will be able to meet minimum graduation requirements will continue to be trained within the limits of the profile.

Appendix E

AUTHORITY TO DISENROLL STUDENTS  
FROM USASSI

Occurrence	Basis for Action	Procedure	Approval Authority
1. Overweight NCO reports to BNCOC/ANCOC (Non-DA board select)	AR 600-9	>Disenrolled >No appeal	NCOA Commandant
2. Overweight officer reports for OBC	AR 600-9	>Counseled >Entered into weight control program >Lack of progress can lead to disenrollment and possible separation from the service (see 6 & 7)	School Commandant
3. Overweight officer reports to OAC	AR 600-9	>Informed of potential disenrollment >2-days to rebut >Disenrolled (if applicable) - Not Mandatory	GCMCA delegated to the CG SSI
4. NCO fails to meet course standards (academic, motivational or disciplinary)	AR 351-1, TR Reg 350-17	>Informed of potential disenrollment >2 days to rebut >Disinterested SGM reviews rebuttal >Disenrolled (if applicable)	GCMCA delegated to the CG SSI who appoints a disinterested sergeant major
5. Non-RA OBC student w/less than 3 years of service fails to meet course standards (academic, motivational or disciplinary)	AR 635-100, SSI Reg 15-11	>Informed of Faculty Board >Faculty Board makes recommendation	GCMCA delegated to the CG SSI
6. Officer fails to meet course standards (academic, motivational, or disciplinary)	AR 351-1, SSI Reg 15-11	>Informed of potential disenrollment >2-days to rebut >Disenrolled (if applicable) - Not Mandatory	School Commandant
7. Foreign student fails to meet course standards (academic, motivational or disciplinary)	AR 351-1, SSI Reg 350-18, AR 12-15	>Informed of potential disenrollment >Inform SATFA, TRADOC >Disenrolled (if applicable)	SATFA, TRADOC

## WEIGHT AND PHYSICAL FITNESS MATRICES

PROCEDURES					
OCCURRENCE	BASIS FOR ACTION	PCS/IET	TDY AND RETURN	TDY ENROUTE	APPROVAL AUTHORITY
Fail Pre-Start APFT (WOAC, ANCOC and BNCOC) Active Component	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Disenrolled -Ltr goes thru chain of cmd -Atch to installation -Report to PERSCOM	-Disenrolled -Ltr goes thru chain of cmd -Memo to Unit Cmdr -Return to unit -Report to PERSCOM	-Disenrolled -Ltr goes thru chain of cmd -Atch to installation -Report to PERSCOM	Commandant (If commandant determines that unusual circumstances existed that interfered with soldier's ability to pass APFT, the soldier may be enrolled and given a reasonable period to complete 2d APFT). Disenroll and process out if retest failure
Fail Pre-Start APFT (WOAC, ANCOC and BNCOC) U.S. Army Reserve	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Disenrolled -Memo to Cdr, ARPERCEN -Atch to Ofc of SR USAR Advisor at installation	-Disenrolled -Memo to Cdr, ARPERCEN (Except TPU Category) -Ltr goes thru chain of cmd (Title 10 & TPU only) -Rtn to home station (Title 10, TPU & IRR/IMA only)	-Disenrolled -Memo to Cdr, ARPERCEN -Memo to gaining unit -Send to next permanent duty station (Title 10 only)	Commandant (If commandant determines that unusual circumstances existed that interfered with soldier's ability to pass APFT, the soldier may be enrolled and given a reasonable period to complete 2d APFT). Disenroll and process out if retest failure
Fail Pre-Start APFT (WOAC, ANCOC and BNCOC) U.S. Army National Guard	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Disenrolled -Memo to state AG (Title 32 only) -Memo to Chief, NGB (Title 10 only) -Rtn to home station (Title 32 only) -Atch to Ofc of SR ARNG Advisor at installation (Title 10 only)	-Disenrolled -Memo to state AG (Title 32 only) -Memo to Chief, NGB (Title 10 only) -Return to home station	-Disenrolled -Memo to state AG (Title 32 only) -Memo to Chief, NGB (Title 10 only) -Rtn to home station (Title 32 only) -Atch to Ofc of SR ARNG Advisor at installation (Title 10 only)	Commandant (If commandant determines that unusual circumstances existed that interfered with soldier's ability to pass APFT, the soldier may be enrolled and given a reasonable period to complete 2d APFT). Disenroll and process out if retest failure

Fail standard or alternate APFT. Professional Development and Resident Courses - 8 weeks or longer (Includes RC in AT, ADT, or IDT status [OAC, Retention Course] Active Component)	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Atch to Installation -Report to PERSCOM -Do not graduate	-Memo to Unit Commander -Return to unit -Report to PERSCOM -Do not graduate	-Atch to Installation -Report to PERSCOM -Do not graduate	Commandant
Fail standard or alternate APFT. Professional Development and Resident Courses - 8 weeks or longer - U.S. Army Reserve	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Memo to Cdr, ARPERCEN -Memo to home station -Memo to gaining unit -Send to next permanent duty station -Do not graduate	-Memo to Cdr, ARPERCEN -Memo to home station -Return to home station -Do not graduate	N/A	Commandant
Fail standard or alternate APFT. Professional Development and Resident Courses - 8 weeks or longer - U.S. Army National Guard	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Memo to state AG -Memo to Chief, NGB -Send to next permanent duty station -Do not graduate	-Memo to state AG -Memo to Chief, NGB -Return to home station -Do not graduate	N/A	Commandant
Failure to meet weight standards (enlisted other than BNCOC/ANCOC)	AR 600-9	N/A	-Deny enrollment -No appeal -Memo to home station	-Deny enrollment -No appeal -Soldier held over pending assignment clarification -Memo sent to losing unit	Commander, TSB Memorandums signed by CSM, SSI
Failure to meet weight standards (prior service soldiers)	AR 600-9	N/A	N/A	N/A	Commander, TSB Returned to 120th Reception Battalion

Fail standard or alternate APFT (IET) Active Component	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	N/A	N/A	N/A	Commandant (If soldier fails before graduation, he/she is entered into remedial training and if retest is failed, soldier will be eliminated from the Army on commander's recommendation). Do not graduate.
Fail standard or alternate APFT (IET) U.S. Army Reserves	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Memo to home station -Memo to USARC -Discharge at training site -Do not graduate	N/A	N/A	Commandant (If soldier fails before graduation, he/she is entered into remedial training and if retest is failed, soldier will be eliminated from the Army on commander's recommendation). Do not graduate.
Fail standard or alternate APFT (IET) Army National Guard	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	-Memo to state AG (state has option to withdraw soldier and restart training at later date) -Memo to home station -Discharge at training site -Do not graduate	N/A	N/A	Commandant (If soldier fails before graduation, he/she is entered into remedial training and if retest is failed, soldier will be eliminated from the Army on commander's recommendation). Do not graduate.
Fail standard or alternate APFT (IET) (Reclass student)	AR 351-41 FM 21-20 MSG HQDA, DAMO-TR 081650Z Mar 95	N/A	-Memo to home station (Active Component and Army National Guard) -Memo to USARC (U.S. Army Reserve) -Memo to state AG (U.S. Army National Guard) -Return to home station -Do not graduate	N/A	Commandant (If soldier fails before graduation, he/she is entered into remedial training and if retest is failed, return to home unit)

SSI Reg 350-11

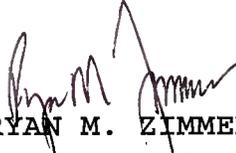
---

The proponent for this regulation is the Directorate of Training Support (DOTS). Users are invited to send comments and suggestions on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to DOTS, ATTN: ATSG-TSM.

---

FOR THE COMMANDER:

OFFICIAL



RYAN M. ZIMMERMAN  
Colonel, GS  
Deputy Commander

DISTRIBUTION:

A Plus

1-USASSI Library

5-ATSG-TSM

25-Publications Stockroom

1-Digital File