

**ARMY NATIONAL GUARD APPLICATION CHECKLIST**

**Soldier Rank & Name:** \_\_\_\_\_ **Current Unit:** \_\_\_\_\_

**Vacancy Announcement Number:** \_\_\_\_\_

	YES	NA
Application checklist	___	
Current Commander Nominating memorandum	___	
Nominee's Memorandum to the President of the Board (if applicable)	___	___
Biographical Sketch	___	
Enlisted Record Brief (Validated by Soldier) <a href="https://minuteman.ngb.army.mil/Benefits">https://minuteman.ngb.army.mil/Benefits</a>	___	
DA Forms 2166-8 (NCO Evaluation Reports) for the last three years or Three letters of Recommendation for E4 and below	___	
Current DA Forms 705 (last 3 APFT/ACFTs) (DTMS ITR acceptable)	___	
TAG-NE Form 600-9-1 (Last 3 years) (DTMS ITR acceptable)	___	
DA Forms 5500/5501 if applicable; Screening Table Weight (within 6 months)	___	___
Current Weapons Qualification Scorecard (DTMS ITR acceptable)	___	

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Instructions: Submit copies of all documents on 8 1/2" X 11" white paper. Items with a lined space under NA above are optional, all other items are mandatory. For Soldiers in the grade of E4 and below, letters of recommendation from three members of the chain of command are required. The letters of recommendation should address the same rated areas as the NCOER.

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Nominee signature and date

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Personnel Sergeant Signature and date

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First Line Leader signature and date