

U.S. Army Officer Direct Commission Board Submission Checklist

All documents must be included in the submission. Email completed packets to USARMY-DIRECT-COMMISSION-PROGRAM@army.mil. The email subject should read applicant Last Name, First name- DCP Application for the basic branch or functional area requested (Last, First- DCP application for Cyber/Engineer)

Documents viewed by the board

- DA Form 61 Application for Appointment
- Cover Letter
- Direct Commission Resume
- Letters of Recommendation x3-6
- College Transcripts (Official)
- Professional Certificates

Supporting Documents to qualify packet, but are not viewed by the board

- DA 7888 OPAT Scorecard
- Sex Offender Check
- Complete Commissioning Physical (MIRS 1.1 / 680-ADP Results: Medical Data, must show DAT Results)
- Approved Waivers (Moral, Tattoo, Age, Medical, AFS ETP, etc.)

Prior Service Applicants (Include all that apply)

- DD Form 214 / NGB Form 22 (For all periods of service)
- DA Form 5500/5501 (Must meet Prior Service standards)
- Direct Commission Security Clearance Validation Form
- REDD Report (IAW USAREC Message 22-071)
- Evaluations (NCOERs, OERS, AERs, or service equivalent)

Applicant Name (Last, First, MI)

Recruiter Name (Rank- Last, First MI)

Basic Branch / Functional Area

RSID