

RMB Message 07-05(C1)

7 March 2007

SUBJECT: Training Processing Procedures

1. The following areas have been combined under one category - TRAINING:

- a. ASI/SQI (now includes Airborne Training requests)
- b. Option 3, Army Training
- c. BEAR
- d. O/S Option 3
- e. Ranger
- f. Language Training
- g. Option 3 (No Training Required)
- h. Airborne Shortage MOS

2. Processing procedures:

a. **ASI/SQI:**

(1) All requests will be sent to category "ASI/SQI" using the "ASI/SQI" hotform.

(2) Soldiers do not have to meet qualifications for OPT 3 to submit an ASI/SQI (to include Airborne) request. PMOS qualified Soldiers may request an ASI or SQI associated with their MOS as long as they meet the MINQUALS listed in ATRRS and DA Pam 611-21 (MOS Smartbook) for requested ASI/SQI.

(3) For all requests under this category you must prepare the Soldier in RETAIN and place the Soldier in OPT3 WAIT status by doing the following: Select Reservation, click YES for ASI/SQI/Lang training requested and then highlight OPT 3 Army Training and click next. Put in your REUP Date and Term Length data and click accept.

(4) Follow on assignments for ASI/SQI training will be submitted to TNG Follow On category IAW RMB 07-01.

b. **OPTION 3 Army Training (MOS producing):**

(1) All requests will be sent to the "OPT 3" category using the "Offline Options" hotform

(2) Soldiers must be qualified for OPT3 IAW Policy Message 07-01. Hotlines must be sent to OPTEXCPT for Soldiers not qualified for the Option.

(3) If desired training is not offered through RETAIN and Soldier is fully qualified for requested MOS, submit an Offline Option Hotline form to Category OPT3 and decision will be made based upon strengths and available school seats.

(4) Follow on assignments for OPT3 will be submitted to the TNG Follow On category IAW RMB 07-01.

c. **BEAR:**

(1) All requests will be sent to the "BEAR" category using the "BEAR" hotline.

(2) Use the most current BEAR message for processing procedures.

(3) Follow on assignments for BEAR will be submitted to the TNG Follow On category IAW RMB 07-01.

d. **OVER STRENGTH OPTION 3:**

(1) Soldiers serving in an overstrength MOS are authorized reenlistment under the provisions of AR 601-280, table E3 regardless of ETS date. Requests should be submitted to category "O/S OPT3", using the "Offline Options" hotform.

(2) Requests will only be considered for migration into an MOS listed on the "Priority MOS" list, located on the RETAIN FLASH Message, Training Tab. Soldiers must be fully qualified for the requested MOS IAW the RETAIN minquals.

(3) Prior to submitting a request for out of the window Option 3 processing Soldiers must: be in the initial or mid-career categories; have held their current PMOS for at least 12 months and have a minimum of 18 months time in service.

(4) Initial term Soldiers in the rank of PFC may reenlist for retraining under the provisions of this message; provided they have between 18-24 months time in service and have not been reduced in rank during the current period of enlistment.

(5) Minimum reenlistment period for this program is four (4) years, and the new ETS date must exceed the previous ETS date. Under no circumstance will Soldiers be allowed to reenlist for any period of service which causes them to exceed the RCP for their current grade.

(6) Soldiers desiring a MOS other than one listed on the Priority MOS tab, or not qualified based on the criteria established above, should process their request through normal reclassification processing channels.

(7) Exceptions to the criteria listed above will not be considered.

e. **RANGER:**

(1) Requests for "Ranger" training or AI to the 75th Ranger Regiment will be submitted to the "Ranger" category, using the "Ranger" hotform.

(2) The following MOS' are authorized within the 75TH Ranger Regiment:
21H, 21U, 21R, 21W, 25C, 25U, 25W, 25S, 27D, 42A, 42L, 44B, 44C, 45B, 45K, 52C, 52D, 56M, 63B, 74D, 79S, 88M, 88N, 89B, 68J, 68S, 68W, 92A, 92F, 92G, 92L, 92R, 92W, 92Y, 94E, 94F, 94W, 96B, 96D and 97B.

(3) Soldier's who currently hold an authorized ranger MOS and are being assigned to the 75th Ranger Regiment must attend the ranger assessment and selection program (RASP) and/or ranger school.

(4) The following MUST be faxed to the Ranger Team (DSN 221-4840) prior to sending a hotline. Requests submitted without these items will be returned without action.

Record APFT
Airborne/Ranger physical
CWST STATEMENT
4187 requesting school endorsed by Chain of Command

(5) For additional info, the Ranger Team can be reached at DSN 221-8905/7676 or https://www.hrc.army.mil/site/active/epinf/ranger_team.htm

f. **LANGUAGE TRAINING:**

(1) All requests will be sent to category "ASI/SQI" using "Language" hotform.

(2) This option will be utilized for Soldiers who are PMOS qualified in a language dependant MOS and desire to reenlist for Basic, Intermediate or Advanced Language training or to retrain from an overstrength language into a shortage language within the same MOS.

(3) Ensure hotform is filled out completely and DA Form 330 is dated within 12 months of scheduled class start date. These requests will then be forwarded to the appropriate branch for approval and scheduling of the training.

(4) For further information and guidance refer to AR 611-6 or visit the Language web page at: <https://www.hrc.army.mil/site/active/epmpmilang/lang/languageteam.htm>

g. **OPTION 3 (NO TRAINING):**

(1) All requests will be sent to category "OPT 3" using the "Offline Options" hotform. Ensure you write in the remarks block that Soldier desires to reenlist for OPT 3 with NO TRAINING.

(2) Soldiers desiring to change their PMOS to a MOS previously held and have been school trained in may do so using Option E3 (No Training).

(3) Soldier must have held the MOS or have been school trained within three years from the date of the request. Training must be in ATRRS and reflect that Soldier has successfully graduated the course. Soldiers who have not held the requested MOS or have been school trained within three years must receive approval from the proponent prior to submitting request.

(4) This will not be an automatic approval because the Soldier has met the qualifications listed above. A strength decision will be made comparing the Soldiers current PMOS and requested MOS.

(5) Soldiers will be assigned TDY and Return with verification from the G1 that there is an authorized position for Soldier to be assigned. All other Soldiers will receive a follow on IAW the needs of the Army.

h. **AIRBORNE SHORTAGE MOS:**

(1) All requests will be sent to category "OPT 3" using the "Offline Options" hotform. Ensure you write in the remarks block that Soldier desires to reenlist for an Airborne shortage MOS along with Airborne training.

(2) Qualified Airborne Soldiers in the rank of SSG and below or those desiring Airborne Training to fill an Airborne position may request to reenlist for MOS's indicated on the current IN/OUT call message with a NOTE 2 without regard to the IN/OUT calls. Soldier must meet qualifications in accordance with current policy.

(3) All requests will be approved/disapproved based on the availability of training.

3. Email all supporting documents to SFC Nagle at daniel.nagle1@us.army.mil and CC MSG Caccamo at brent.caccamo@us.army.mil.

4. POC for this message is SFC Nagle, DSN 221-6924.

End RMB Message 07-05(C1)

Mr. Bragg, RMB Branch Chief