DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231

NGB-ARH

23 MAR 2005

MEMORANDUM FOR The Military Personnel Management Officers of All States, Puerto Rico, the Virgin Islands, Guam, and the District of Columbia

SUBJECT: Operational Guidance for Increasing Enlistment Age for Army National Guard (NGB-ARH Policy Memo #05-026)

1. References:

a. Memorandum from Office of the Under Secretary of Defense, Subject: Exception to Policy – Test Program to Raise the Non-Prior Service Enlistment Age to 40 in the Army Reserve Components, 17 Mar 05.

b. Memorandum from Office of the Deputy Chief of Staff G-1, Subject: Exception to Policy – Test Program to Raise the Non-Prior Service Enlistment Age to 40 in the Army Reserve Components, 18 Mar 05.

c. USAREC Message 05-124, Subject: Maximum Age Change for Army Reserve Enlistments, 18 Mar 05.

2. Purpose: Effective immediately, the Army has implemented guidance with approval of The Office of the Secretary of Defense to increase the age limit for Non-Prior Service (NPS) applicants. This increases the Age for all Army National Guard (Department of Army Guard (DAG) coded) NPS applicants from 35 years to 39 years old. Any applicant over the age of 35 processing for enlistment shall not be allowed to change the Service Processing for (SPF) code to any other service (Active or Reserve).

3. Responsibilities: To ensure that this program is as effective as possible, it is both a Service and USMEPCOM responsibility to ensure that affected personnel are familiar with the procedures to enter and change date of birth (DOB) in the MEPCOM Integrated Resource System (MIRS). MEPS shall brief these procedures to the Army National Guard Guidance Counselors to ensure that the data in MIRS is as correct as possible. Current policy allows only those under the age 35 to be entered into MIRS. This new policy will bypass the 35 year age limit for non-prior service (DAG only), and allows them to be entered into MIRS and continue processing.

a. Recruiting Services are responsible for:

(1) When entering ages over 35 years old (applicant's age not to exceed 40) for those applicants that qualify, enter a DOB that is under 35 years old. Project applicants in MIRS using the 727-E Processing List (CN01, projection screen), enter in Remarks "Over 35 Years Old".

(2) Contacting the MEPS Control Desk as soon as possible after entering personal data into MIRS for those applicants entering the Army National Guard that are over the age of 35 years.

(3) Supplying the correct DOB on a 680-3A-E (Request for Examination) to the MEPS Control Desk for change to applicant's record.

(4) Applicants shall be accessed before reaching the age of 40.

(5) Not allowing applicants to enlist under any other SPF than DAG.

b. USMEPCOM/MEPS are responsible for:

(1) Placing applicants that are projected on the 727-E with the remarks of "Over 35 Years Old" in an "N" status with the remarks "Verify DOB". Once DOB is verified, contact the Help Desk for change.

(2) Accepting the correct DOB on a 680-3A-E (Request for Examination) from the Guidance Counselors for change to applicant's record.

(3) Contacting Help Desk with the correct DOB (on 680-3A-E) provided by the service to change the applicants record. MEPS must have SSN and correct DOB prior to calling for change request or submitting email.

(4) When entering personal date for those applicants whose ages are over 35 years old (applicant's age not to exceed 40, qualifying SPFs are DAG), enter a DOB that is under 35 years old.

(5) Applicants shall be accessed before reaching the age of 40.

(6) Not allowing a SPF change or enlistment for these applicants in any other SPF other than DAG.

c. NGB-ASM must provide NGB-ARH with a summary of results of this test for the preceding year not later than 10 December of each year. Further, ASM is to provide the initial test-evaluation criteria, along with the data collection and analysis plan no later than 10 April 2005. Format will be provided under separate memorandum.

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4. Points of contact:

a. Mr. James Coats, NGB-ASM, DSN 327-3639, ext 7529 or email: James.coats@ngb.army.mil.

b. LTC Alvin Jenkins, NGB-ARH, DSN 327-5809, (703) 607-5809, or email: Alvin.Jenkins@ngb.army.mil.

TAMMY L. MIRACLE
COL, NGB
Chief, Personnel Policy
and Readiness Division

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