Announcement #: _____

Position Title: _____

IDARNG AGR Application Checklist

Last, First, MI:			
DOD / EMPLID:			
Phone Number:			
Email address:			
This checklist is to be filled out by the applicant. Applicant must digitally sign or manually sign the designated signature block to the right of this column. Incomplete applications submitted will not be considered. Additional documentation may be required per the job announcement and should be annotated under block 13.	**Applicant Signature**		
Required Documents	**Yes**	**No**	**Date**
1. NGB Form 34-1 (*signed and dated)*			
2. MEDPROS - *Individual Medical Readiness (IMR) Record – dated within last 30 days*			
3. Current Temporary and Permanent Profile(s)			
4. Army Training Information System (ATIS) AFT and WHtr Report (ITR) - Signed and dated by Training/Readiness NCO			
5. Soldier Talent Profile – *Soldier Talent Profile* **a.** ASVAB, MOS, SQI, and/or PSSI data must be present on STP			
6. Last five consecutive NCOERS/OERs service members with fewer than five ratings must submit **all completed** NCOERS/OERs **and** a Commander's Letter of Recommendation.			
7. DA Form 5016 - *Retirement Accounting Statement*			
8. DD Form 369 – *Police Record Check – complete blocks 1-9 and sign block 11*			
9. Documentation supporting applicant's qualifications i.e. resume *(optional)*			
10. Voluntary Reduction – Selecting "Yes" is acknowledgment that a Voluntary Reduction is required if selected for the position. If no reduction is required select "No"			
11. Biographical Sketch – *Signed by applicant (commissioned officers only)*			
12. DA 1059 and/or Certificates for all OES Courses			
13. Other documentation required per the job announcement *(if applicable)*			