

Cel no: _____ Email address: _____

UPRM Army ROTC Cadet Enrollment / Contracting Checklist

NAME: _____ SSN: _____

CAMPUS: _____ REVIEWED BY _____ DATE _____

MSN SET: _____ Major and University: _____

Minimum requirements for enrollment in the program			
1	DA 3425-R (Medical Statement for Enrollment in Basic Course, Senior ROTC), April 2023 (Any Medical Doctor can sign this)		
2	CC 139-R-E (Cadet Application and Enrollment Record), June 2025. Cadets only fill out the first two pages.		
Minimum requirements for contracting			
3	Dodmerb Qualified (DD Form 2807 / 2808)		
4	ECLT Score: _____ & OPI Score: _____ (From English Dept.; UVI students are exempt) ESL Crs Counseling _____		
5	Dental Exam Requirements (Filled out by Cadet)		
6	Copies of: Birth Certificate, Social Security Card (signed), and Immunization record		
7	CC 136-R (Briefing on Government Sponsored Benefits for ROTC Cadets), Jun 24		
8	CC 137-R (Authorization/Declination for Access to Student Records), Jun 24		
9	DA 705 - Army Combat Fitness Test		
10	CC 104-R (Planned Academic Program Worksheet), August 2024		
11	College Transcript (Can be a student copy)		
12	SF 1199, Direct Deposit - filled out and signed by a Bank Official. Also cadet fills out FMS 2231 Fast Track Direct Deposit		
13	Performance Counseling (IAW CC 145-1)		
14	DD 2058 (State of Legal Residence), Jan 2018		
15	W-4 (Current Year)		
16	Prudential - SGLV 8286 (Servicemembers' Group Life Insurance Election and Certificate), 3/2023 (include all pages of the form)		
17	DD 93 (Record of Emergency Data), 2/2023 (include all pages of the form)		
18	DD 369 (Police Record Check), April 2019 with certificate found at https://servicios.pr.gov		
19	Scholar / Athlete / Leader (SAL) Assessment		
20	DD 2005, Privacy Act Statement, Jun 2016		
21	Cadet Mini Registration		
22	DD 2983, Jan 2015 - Recruiter / Trainee Prohibited Activities Acknowledgment		
23	DLI English Requirements Developmental Counseling (90 ECLT, 2+/2 OPI)		
For Simultaneous Membership Program (Soldiers from NG, USAR, Prior Service including G2G)			
24	SMP Agreement (ARNG: NGB 594-1, 20140302 / (USAR: DA 4824-R, Apr 05)		
25	DD 4/1 & 4/2 (Enlistment/Reenlistment Document), May 2020		
26	DD 214 (Certificate of Release or Discharge from Active Duty), Aug 2009, Copy 4 (PS)		
27	If Soldier - Need proof of 31 ASVAB score (Soldier Talent Profile or any other document that shows ASVAB score).		