



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
THE JUDGE ADVOCATE GENERAL'S LEGAL CENTER AND SCHOOL
600 MASSIE ROAD
CHARLOTTESVILLE, VIRGINIA 22903-1781

ALCS-ZA

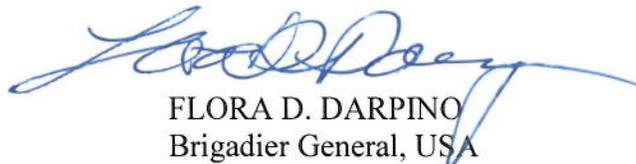
15 November 2012

MEMORANDUM FOR Students, 190th Judge Advocate Officer Basic Course

SUBJECT: Commanding General's Welcome and Physical Training Expectations

1. Congratulations on your selection to attend the 190th Judge Advocate Officer Basic Course and welcome to The Judge Advocate General's Legal Center and School! We look forward to helping you make a smooth transition to this exciting assignment.
2. The Judge Advocate General's Legal Center and School is located in Charlottesville, Virginia, home of Thomas Jefferson, third president of the United States and founder of the University of Virginia. Just two hours from Washington, D.C. and one hour from Richmond, the Legal Center and School sits on the North Grounds of the University of Virginia, adjacent to the UVA Law School. Charlottesville is rich in history and tradition. Its geographic location enables its residents to enjoy all 4 seasons, with the weather ranging from very warm in the summer to moderately cold in the winter. The following websites may be useful in finding information about the local community: <http://www.virginia.edu/graduateguide/> (a UVA Graduate Student resource page) and <http://www.avenue.org> (a community resource site).
3. The Judge Advocate Officer Basic Course can be physically demanding for those who are not properly prepared. As such, it is important to start a physical training program now so that you can successfully complete the course without injuries. To that end, the Student Detachment Cadre has developed a sample physical training program to get you started (see attached Enclosure). The Army Weight Standards are also enclosed.
4. We look forward to your arrival and stand ready to assist you in any way we can. If you have any questions, please contact the Student Detachment Cadre at 1-800-552-3978, ext 3193 or visit the following websites to find answers: the Judge Advocate Officer Basic Course Facebook page at www.facebook.com/jaobc or the Judge Advocate Recruiting Office website at <https://www.jagcnet.army.mil/8525769A00495E0D>.

Encls
as



FLORA D. DARPINO
Brigadier General, USA
Commanding

Sample Physical Training Program

The following is a sample physical training program designed for someone who does not normally conduct the exercises required on the APFT. If you can already run continuously for 30 minutes, three times a week, you can use the "Run Time Improvement Runs." If you have never run before, it is safer to start with the "Beginner Runs" and gradually build your running ability. At least two days before you begin the program, time yourself for two minutes on push-ups and divide your total repetitions by three for your baseline number of repetitions per set. Rest for ten minutes and then do the same for sit-ups. It is important to warm up by walking, jogging, cycling, or jumping rope for five to ten minutes prior to any exercise.

Week One:

Push-Ups: Three sets of your baseline repetitions with 30 seconds rest between sets. Do three sessions in week one.

Sit-Ups: Three sets of your baseline repetitions with 30 seconds rest between sets. Do three sessions in week one.

Beginner Run: Walk for three minutes, then jog for four minutes. Repeat four times. Do three sessions in week one.

Run Time Improvement: Session 1 – 30 minutes at goal pace. Session 2 – 30:60s, 30 seconds at 85-90% effort followed by 60 seconds of jogging or walking, repeat 4-6 times. Session 3 – 30 minutes at a conversational pace.

Week Two:

Push-Ups: Do the same as week one, but add two repetitions per set.

Sit-Ups: Do the same as week one, but add three repetitions per set.

Beginner Run: Walk for two minutes, then jog for five minutes. Repeat four times. Do three sessions in week two.

Run Time Improvement: Session 1 – 30 minutes at goal pace. Session 2 – 30:60s, 30 seconds at 85-90% effort followed by 60 seconds of jogging or walking, repeat 4-6 times. Session 3 – 30 minutes at a conversational pace.

Week Three:

Push-Ups: Do the same as week one, but add two repetitions per set. On your third session this week, time yourself for two minutes and divide by three to determine a new baseline.

Sit-Ups: Do the same as week one, but add three repetitions per set. On your third session this week, time yourself for two minutes and divide by three to determine a new baseline.

Beginner Run: Walk for two minutes, then jog for eight minutes. Repeat three times. Do three sessions in week five.

Run Time Improvement: Session 1 – 30 minutes at goal pace. Session 2 – 30:60s, 30 seconds at 85-90% effort followed by 60 seconds of jogging or walking, repeat 6-8 times. Session 3 – 30 minutes at a conversational pace.

Week Four:

Push-Ups: Three sets of your baseline repetitions with 30 seconds rest between sets. Do three sessions in week four.

Sit-Ups: Three sets of your baseline repetitions with 30 seconds rest between sets. Do three sessions in week four.

Beginner Run: Walk for two minutes, then jog for nine minutes. Repeat three times. Do three sessions in week six.

Run Time Improvement: Session 1 – 30 minutes at goal pace. Session 2 – 60:120s, 60 seconds at 85-90% effort followed by two minutes of jogging or walking, repeat 4-6 times. Session 3 – 30 minutes at a conversational pace.

Week Five:

Push-Ups: Do the same as week four, but add two repetitions per set.

Sit-Ups: Do the same as week four, but add three repetitions per set.

Beginner Run: Walk for one minute, then jog for 11 minutes. Repeat three times. Do three sessions in week seven.

Run Time Improvement: Session 1 – 30 minutes at goal pace. Session 2 – 60:120s, 60 seconds at 85-90% effort followed by two minutes of jogging or walking, repeat 6-8 times. Session 3 – 30 minutes at a conversational pace.

Week Six:

Push-Ups: Do the same as week four, but add three repetitions per set.

Sit-Ups: Do the same as week four, but add four repetitions per set.

Beginner Run: Walk for five minutes, then run for 20 minutes. Finish by walking for five minutes. On the third session of week eight, try to run for 30 minutes without stopping.

Run Time Improvement: Session 1 – 30 minutes at goal pace. Session 2 – 30:60s, 30 seconds at 85-90% effort followed by 60 seconds of jogging or walking, repeat 4-6 times. Session 3 – 30 minutes at a conversational pace.



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ALCS-AD

15 November 2012

MEMORANDUM FOR Students, 190th Judge Advocate Officer Basic Course

SUBJECT: Dean's Welcome to the JAG Corps

1. Congratulations on your selection to attend the 190th Judge Advocate Officer Basic Course. We conduct Basic Officer Leader's Course (BOLC) B, Phase I training at Fort Lee, Virginia, over a two-week period. Phase I training is a demanding combination of field and classroom training on basic military skills and leadership. You will report for Phase I at Fort Lee on 9 February 2013 no later than 6:00 PM. The next phase of your training, BOLC B, Phase II, will begin on 22 February 2013 at The Judge Advocate General's Legal Center and School in Charlottesville, Virginia. Phase I training is a prerequisite to Phase II training. Phase II training will continue to prepare you to meet the Army's physical challenges as well as begin preparing you to assume duties as a military attorney. The course graduation is 2 May 2013, and the Direct Commission Officer Course report date is 3 May 2013.

2. It is imperative that you begin now to develop and maintain a high level of physical fitness. You will take an Army Physical Fitness Test (APFT) during Phase I, Fort Lee training. It is not uncommon for former college athletes to struggle with proper form on the APFT. Please refer to the Pocket Physical Training Guide posted on the JARO website in the 190th class link for help starting a physical fitness program.

3. Complete the Student Detachment In-processing Sheet and Lodging Information Sheet and e-mail them to CW2 Norma Pangelinan, normajean.n.pangelinan.mil@mail.mil, no later than 10 January 2013. Failure to submit your in-processing sheet by 10 January 2013 may cause in-processing delays during Phase I training at Fort Lee.

4. I know your experience at Fort Lee and Charlottesville will be professionally rewarding and personally enjoyable. My faculty and I look forward to assisting you during your training at Fort Lee and during your continuing professional education in Charlottesville. We welcome you to the Judge Advocate General's Corps and the United States Army!

5. If you have any questions, please contact the Student Detachment Cadre at 1-800-552-3978, ext 3193.

DAVID N. DINER

COL, JA

Dean

6 Encls

1. Student Det. In-processing/Lodging Sheet
2. Reporting and Student Information
3. In-processing Checklists
4. APFT Standards
5. Height/Weight Standards
6. Male and Female Uniform Lists

STUDENT DETACHMENT IN-PROCESSING SHEET

NAME _____
LAST FIRST MI SSN

RANK: 1LT CPT MAJ DATE OF RANK IF KNOWN (yyyymmdd) _____

UNIT OF ASSIGNMENT AFTER COMPLETION OF JAOBC _____

AGE (AS OF REPORT DATE) _____ DATE OF BIRTH (yyyymmdd) _____ GENDER _____

COMPONENT AS OF REPORT DATE: ACTIVE RESERVE NATIONAL GUARD

EDIPI# (NO. ON YOUR DIGITAL SIGNATURE IF YOU HAVE A MIL ID/CAC CARD)

DTS POC _____ DTS CONTACT # _____

SECURITY CLEARANCE: NONE SECRET TOP SECRET

AKO EMAIL ADDRESS _____
(LEAVE BLANK IF YOU DO NOT HAVE AKO)

CIVILIAN EMAIL ADDRESS (IF NO AKO) _____

CELL PHONE NUMBER FOR COURSE DURATION _____

FIELD SCREENING OFFICER/INTERVIEWING OFFICER RANK AND NAME _____

PREVIOUS WEATHER INJURY? HOT COLD N/A

MILITARY SCHOOLS AND TRAINING (i.e. AIT, WLC, PLDC, BNCOC, ANCOG, NBC, CLS, OCS, OBC, BOLC)

PREVIOUS MILITARY EXPERIENCE (DUTY POSITIONS/ASSIGNMENTS/MOS)

EMERGENCY POINT OF CONTACT NAME AND PHONE NUMBER _____

ALLERGIES _____

OTHER SIGNIFICANT MEDICAL ISSUES/ CONCERNS

ID TAG INFO

BLOOD TYPE _____ RELIGION _____

FAMILY INFORMATION

MARITAL STATUS: MARRIED SINGLE N/A

SPOUSE NAME: _____
SPOUSE PHONE NUMBER: _____ SPOUSE E-MAIL: _____

CHILDREN'S NAME(S)/AGE(S): _____

MAY WE RELEASE FAMILY INFORMATION TO THE SPOUSE'S CLUB AND FAMILY READINESS GROUP (FRG) FOR INVITATIONS TO JAG SOCIAL EVENTS? YES NO

STUDENT DETACHMENT IN-PROCESSING SHEET - CHARLOTTESVILLE LODGING INFORMATION

Lodging reservations for Phase II, Charlottesville training will be made for you by the JAG School upon your arrival to Fort Lee and based on information provided below, please include yourself in the occupant listing. Lodging arrangements made by students are not authorized. You will incur additional out-of-pocket expenses for each additional guest in your hotel room. You will also incur additional expenses for room upgrades that are required to accommodate larger family sizes. While we do our best to accommodate families, we cannot guarantee anything more than a standard hotel room. We only make accommodations for spouses and dependent children. Any requests for friends, other family members, or significant others will not be honored.

NAME OF OCCUPANT: _____
AGE: _____
RELATIONSHIP TO STUDENT: _____
DATES OF STAY: _____
SPECIAL CONSIDERATIONS: _____

NAME OF OCCUPANT: _____
AGE: _____
RELATIONSHIP TO STUDENT: _____
DATES OF STAY: _____
SPECIAL CONSIDERATIONS: _____

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SPECIAL CONSIDERATIONS: _____

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AGE: _____
RELATIONSHIP TO STUDENT: _____
DATES OF STAY: _____
SPECIAL CONSIDERATIONS: _____

REPORTING INSTRUCTIONS AND STUDENT INFORMATION

Reporting:

a. All JAIBC students will need to report to Fort Lee Army Lodging, 8025 Mahone Avenue, Fort Lee, VA 28301, no later than 6:00 p.m. on Saturday, 9 February 2013 to receive a lodging assignment and voucher for lodging payment. There will be a class roster to sign in showing you reported and received lodging. You DO NOT have to be in uniform.

b. All JAIBC students will report in the Multi-Purpose Room of the Army Logistics University (ALU), 562 Quarters Road, Fort Lee, VA 23801, at 8:00 a.m. on Sunday, 10 February 2013 for in-processing. There are signs directing you to the ALU from the Lee Gate. You should bring all documents on the in-processing checklist with you to report day. If you run into flight delays or any other unforeseen event that will prevent you from arriving on time, you must immediately call First Sergeant (1SG) Guadalupe Sorola, 434-227-2507 or Chief (CW2) Norma Pangelinan, 434-964-6017. You MUST be in uniform. The uniform for reporting is the winter physical fitness uniform consisting of the short sleeve grey Army PT shirt, black Army PT shorts, black Army PT pants and grey Army PT jacket, solid white socks with no logos, that cover the ankle bone but reach no further than the bottom of the calf, and running shoes. No sunglasses or jewelry, other than a wedding ring set or watch, should be worn or carried. You may use an approved backpack for your paperwork. Approved backpacks are all black with no logos or ACU pattern with no logos. Even though it may be warm, you must report in your jacket and pants. Fort Lee policy prohibits Soldiers from entering establishments in the summer PT uniform.

c. Each time you enter Fort Lee, the guard will need to see a picture identification card and a copy of your orders before allowing you to enter post. If you are driving a privately owned vehicle you will also need your driver's license, proof of insurance, and vehicle registration in your name. If the vehicle is not registered in your name, you will need a letter from the owner granting permission to use the vehicle.

Transportation: For students traveling by air, Groome Transportation offers a shuttle service from Richmond International Airport to Fort Lee. You can schedule your pick-up with them by calling (804) 222-7222 or (800) 552-7911. You may also use a local taxi service from Richmond International Airport to Fort Lee. If you have trouble arranging transportation, you can seek help from the USO located in the airport. Once you arrive at Fort Lee, a passenger van is available for transportation during Fort Lee training. During Charlottesville training, public transportation is available and you will be within a half mile of many stores and restaurants.

Finances: There are many costs associated with becoming an Army officer. You must have enough funds available to pay for all items on the uniform list, meals and incidentals until you begin receiving your military pay. Refer to the uniform list for approximate cost of uniform items. You should not expect to receive your first military pay until 1 April 2013. You will file a travel voucher for reimbursement of lodging (Charlottesville only), meals, and travel every 30 days. Reimbursement may take up to four weeks after filing. You will be reimbursed \$41.00 per day for meals and \$5.00 for incidentals during the Fort Lee phase, and \$51.00 per day and \$5.00 per day for incidentals during the Charlottesville phase. Upon arrival to Fort Lee, you will also apply for a government travel card to charge your Charlottesville lodging and meals. You can expect to receive your travel card on or about 22 February 2013. Make sure you save all lodging and travel receipts for reimbursement. You will not receive reimbursement for lodging expenses prior to the report date listed on your orders.

YOU MUST BE PREPARED TO PAY FOR THE FOLLOWING EXPENSES PRIOR TO RECEIVING ARMY PAY:

UNIFORM ITEMS: approximately \$1600.00

MEALS and INCIDENTALS: approximately \$800

You may refer to the JAIBC Reimbursable Expense Information Sheet located in the 190th class link on JAGCNet for a detailed list of expenses.

Lodging:

a. Lodging arrangements for Fort Lee will be made for the class by Fort Lee Army Lodging based on available local hotels that accept the Army payment voucher for lodging. Charlottesville lodging will be made for the class by TJAGLCS using your lodging information sheet. Every effort will be made to accommodate family room size requests, but we can only guarantee a standard sized hotel room. If larger rooms are available, there may be additional costs for room size and each family member. You are not authorized to rent or make any other lodging arrangements during any phase of training. Pets and firearms are not authorized in lodging during any phase of training

b. Lodging for family members is not available for DCC at Fort Benning, GA. Students will be housed in barracks and no lodging reimbursements will be made. Any lodging arrangements for family members are at your own expense.

Household Goods Movement: You may contact Fort Lee Transportation at (804) 734-4169/4167, or the nearest military transportation office to your present location for information on storage of household goods, shipment of household goods, or a do-it-yourself (DITY) move. If you are driving and will seek reimbursement for the transportation of any personal items, you must go to a weigh station and get a weight ticket for your vehicle while it is empty and another weight ticket after you pack your vehicle. Be sure to get your empty weight ticket first and your full weight ticket last. Both weight tickets should be done prior to departing your current location. To find a weigh station at your location, call the nearest military transportation office or visit <http://www.catscale.com>. All active duty members are authorized reimbursement for transportation of items in their personal vehicle. National Guard and Reserve members should consult with their orders issuing point of contact to find out if reimbursement is authorized.

Uniform Purchase:

a. Upon receipt of your orders, you may visit the nearest Army & Air Force Exchange Service (AAFES) Clothing and Sales store to begin purchasing your uniform items. To find your nearest AAFES location, go to <http://odin.aafes.com/Bases/index.asp>, be sure to call the location for availability of your required items and ensure they will accept a copy of your orders in lieu of a military ID. You may also visit <http://www.marlowwhite.com> to purchase your Army Service Uniform. Marlow White offers a commissioning package that includes almost everything you need for your Army Service Uniform. If you purchase the commissioning package, be sure to let them know you need First Lieutenant rank instead of Second Lieutenant rank. We will have a Marlow White representative on site at Fort Lee to fit you for your Army Service Uniform should you decide to use their service.

b. Other than your required reporting uniform, you are not obligated to purchase uniforms prior to your arrival at Fort Lee. You will have plenty of time to purchase these items during your Fort Lee training, but due to the large number of students, exact sizes may not be available. It is helpful if you purchase your ACU nametapes prior to arrival. You can do a search for "ACU Nametape" for an online vendor.

c. Recommend you purchase one set of used ACUs for use during the field training exercise (FTX) during Fort Lee Phase I.

Leave and Passes: Leave and Passes are not granted during Phase I training at Fort Lee. Leave during Phase II is not granted except for family emergencies (birth of a child, death in the family, etc). Passes will generally be granted during normal non-training days as long as the pass is in accordance with the Commander's pass policy. You will be briefed on the specifics of the policy during Phase I training, but you should not purchase any non-refundable travel tickets without approval from the Student Detachment. Approval will not be given prior to your arrival at Fort Lee.

Authorized and Unauthorized Items:

a. Authorized Items: Civilian clothes are authorized during off-duty time. Personal laptops are authorized for use during JAOBC and DCC. You may wear a backpack in uniform to carry books and other items as long as it is solid black with no logos or ACU patterned with no logos. If authorized on your orders, you may also bring your personal vehicle.

b. Unauthorized Items: Personal firearms and pets are not authorized during JAOBC or DCC.

Issued Military Items:

The following items will be issued to you during JAOBC for Phase I and II training:

- ACU Assault Pack
- ACU Gortex Parka
- ACU Wet Weather Jacket
- Advanced Combat Helmet (No Cover)
- Interceptor Body Armor
- ACU Hydration System

If you already have these items, you may use them during Phase I and II training, but storage space is limited. You will receive a full issue of military equipment at DCC.

Required Online Training:

a. Please ensure you have an active AKO account. You will need an AKO account in order to request for a JAGCNET account.

www.us.army.mil

- Army Knowledge Online

www.jagcnet.army.mil

- JAG Website (Request your JAGCNet Account, must have AKO account first.)

b. Upon approval of a JAGCNET account, please click on the link below, log in and complete the following TJAG facebook. This creates a class yearbook. Need the following information completed: Name, Rank, Component, Date of Rank (DOR), Home of Record (HOR), Education (both undergraduate and law school), Bar membership, and Hobbies/Interests

<https://www.jagcnet.army.mil/tjagsafacebook>

- Bio entry for OBC facebook (must have JAGCNet account)

c. The following links are all required online training you will need to complete by 21 February 2013.

<https://ia.signal.army.mil/DoDIAA/default.asp>

- Mandatory IA (information assurance) Training

http://www.atsc.army.mil/crc/tpa01/cd_start.htm

- Mandatory SAEDA (subversion and espionage directed against US Army) Training

<https://safety.army.mil/training/DISTANCELEARNINGONLINETRAINING/tabid/1210/Default.aspx>

- Mandatory Composite Risk Management Basic Course

<https://atlevel1.dtic.mil/at/>

- Mandatory Antiterrorism Level 1 Training

https://crcapps2.crc.army.mil/ako_auth/TRiPS/default.aspx

- TRiPS website-must (Required for passes. Use ISG GUADALUPE SOROLA as the supervisor.)

<https://jag.ellc.learn.army.mil/webapps/portal/frameset.jsp>

- JAG University Blackboard (check frequently for assignment information, cadre updates, changes to class or PT information, and frequently used documents and resources.)

d. Click on the link below to review the different packages you may order. There will be a representative from Marlow and White at Fort Lee to take your measurements should you choose to purchase from them.

<http://www.marlowwhite.com/>

- Marlow & White – order ASU websites

ACTIVE DUTY IN-PROCESSING CHECKLIST

- 40** COPIES OF ORDERS
- GOVERNMENT TRAVEL CARD (IF YOU CURRENTLY HAVE ONE)
- SOCIAL SECURITY CARD
- PHOTO ID
- ROTC ENROLLMENT CONTRACT
- SIMULTANEOUS MEMBERSHIP PROGRAM CONTRACT
- COPY OF BIRTH CERTIFICATE
- COPY OF MARRIAGE LICENSE
- COPY OF SPOUSE AND CHILDREN'S: PHOTO ID, SOCIAL SECURITY CARD, AND BIRTH CERTIFICATES
- COPY OF CHILD SUPPORT ORDERS/ CUSTODY ORDERS, IF APPLICABLE
- SF1199(A) – DIRECT DEPOSIT FORM FROM YOUR BANK or CHECK FOR YOUR CHECKING OR SAVINGS ACCOUNT (**WILL BE VOIDED**)
- CIVILIAN / MILITARY MEDICAL RECORDS TO INCLUDE IMMUNIZATION RECORDS
*PLEASE NOTE THAT CIVILIAN MEDICAL RECORDS/PRESCRIPTIONS MAY NOT BE ACCEPTED AT THE MILITARY MEDICAL FACILITY
- EYEGLOSS PRESCRIPTION/ MEDICAL PRESCRIPTION (HAVE AT LEAST ONE MONTH WORTH OF MEDICATION)
- DOCUMENTS ON DEPENDENT'S INSURANCE AND PRIMARY PHYSICIAN
- DOCUMENTATION OF WELL-WOMAN EXAM (**MUST BE WITHIN ONE YEAR**)
- HEARING SCREENING (**MUST BE WITHIN ONE YEAR**)
- NAMES, ADDRESSES, DATES OF BIRTH AND PHONE NUMBERS FOR: SPOUSE, CHILDREN, MOTHER, FATHER
- EMERGENCY POINT OF CONTACT INFORMATION
- COMPLETED SF 86 WORKSHEET FOR SECURITY CLEARANCE
(http://www.opm.gov/forms/pdf_fill/sf86.pdf) *Hardcopy will not be submitted

FOR PRIOR SERVICE PERSONNEL

- DD 214
- DISCHARGE PAPERS FROM ARNG OR USAR
- DD FORMS 4-1 AND 4-2, ENLISTMENT CONTRACT
- ANY PREVIOUS OATHS OF OFFICE (DA 71)

NATIONAL GUARD AND ARMY RESERVE IN-PROCESSING CHECKLIST

- 1. **40 COPIES OF ORDERS FOR ALL PHASES TO INCLUDE 1610s**
- 2. **GOVERNMENT TRAVEL CARD (IF YOU CURRENTLY HAVE ONE)**
- 3. **SOCIAL SECURITY CARD**
- 4. **PHOTO ID**
- 5. **USAR or ARNG Chronological Statement of Retirement Points**
- 6. **NGB 22 (National Guard Prior Service Form)**
- 7. **COPY OF BIRTH CERTIFICATE (SEAL MUST BE VISIBLE)**
- 8. **COPY OF MARRIAGE LICENSE - USED TO ENROLL SPOUSE FOR ID CARD AND MEDICAL COVERAGE (SEAL MUST BE VISIBLE)**
- 9. **COPY OF SPOUSE AND CHILDREN'S PHOTO ID, SOCIAL SECURITY CARD, BIRTH CERTIFICATE - USED TO ENROLL SPOUSE/CHILDREN IN DEERS FOR ID CARD AND MEDICAL COVERAGE**
- 10. **COPY OF CHILD CUSTODY ORDERS IF APPLICABLE**
- 11. **SF1199(A) - DIRECT DEPOSIT FORM FROM YOUR BANK or CHECK FOR YOUR CHECKING OR SAVINGS ACCOUNT (**WILL BE VOIDED**) - WILL BE USED TO BEGIN DIRECT DEPOSIT OF MILITARY PAY**
- 12. **CIVILIAN / MILITARY MEDICAL RECORDS TO INCLUDE IMMUNIZATION RECORDS
*PLEASE NOTE THAT CIVILIAN MEDICAL RECORDS/PRESCRIPTIONS MAY NOT BE ACCEPTED AT THE MILITARY MEDICAL FACILITY**
- 13. **DOCUMENTS ON DEPENDENT'S INSURANCE AND PRIMARY PHYSICIAN**
- 14. **EYEGLOSS PRESCRIPTION/ MEDICAL PRESCRIPTION (HAVE AT LEAST ONE MONTH WORTH OF MEDICATION)**
- 15. **DOCUMENTATION OF WELL-WOMAN EXAM (**MUST BE WITHIN ONE YEAR**)**
- 16. **HEARING SCREENING (**MUST BE WITHIN ONE YEAR**)**
- 17. **NAMES, ADDRESSES, DATES OF BIRTH AND PHONE NUMBERS FOR: SPOUSE, CHILDREN, MOTHER, FATHER -- USED TO FILL OUT BENEFICIARIES AND NEXT OF KIN NOTIFICATION FORMS**
- 18. **EMERGENCY POINT OF CONTACT INFORMATION -- USED TO FILL OUT BENEFICIARIES AND NEXT OF KIN NOTIFICATION FORMS**
- 19. **COPY OF MORTGAGE/LEASE AGREEMENT -- USED TO START BAH**
- 20. **COPY OF CIVILIAN LIFE AND HEALTH INSURANCE INFORMATION -- MUST BE DECLARED ON MILITARY HEALTH INSURANCE FORMS**
- 21. **DD 214**
- 22. **DD FORMS 4-1 AND 4-2, ENLISTMENT CONTRACT**
- 23. **ANY PREVIOUS OATHS OF OFFICE (DA 71)**
- 24. **ROTC CONTRACT AND SIMULTANEOUS MEMBERSHIP PROGRAM CONTRACT**

ARMY PHYSICAL FITNESS TEST (APFT) MINIMUM STANDARDS

Based on your age, you are required to achieve the following **minimum** standards on the APFT:

Age Group	17-21		22-26		27-31		32-36		37-41	
	Male	Female								
<i>PUSH UP (Reps)</i>	42	19	40	17	39	17	36	15	34	13
<i>SITUP (Reps)</i>	53	53	50	50	45	45	42	42	38	38
<i>2-MILE RUN (Time)</i>	15:54	18:54	16:36	19:36	17:00	20:30	17:42	21:42	18:18	22:42

Age Group	42-46		47-51		52-56		57-61		62+	
	Male	Female								
<i>PUSH UP (Reps)</i>	30	12	25	10	20	9	18	8	16	7
<i>SITUP (Reps)</i>	32	32	30	30	28	28	27	27	26	26
<i>2-MILE RUN (Time)</i>	18:42	23:42	19:30	24:00	19:48	24:24	19:54	24:48	20:00	25:00

The test sequence is push-ups, sit-ups and the two mile run. You will have two minutes to complete as many push-ups as possible, two minutes to complete as many sit-ups as possible and a two mile timed run. You will have no less than ten minutes but no more than 20 minutes between events.

Your first APFT will be conducted within 48 hours of your report date. You are expected to be able to meet the minimum requirements upon arrival to training.

For a detailed description of how to complete each event, refer to Field Manual (FM) 7-22, Army Physical Readiness Training. Proper form on each exercise is important.

Weight for height table (screening table weight)

Height (in inches)	Minimum weight in inches*	Male Age				Height (in inches)	Female Age			
		17	21	28	40		17	21	28	40
58	91	—	—	—	—	58	119	121	122	124
59	94	—	—	—	—	59	124	125	126	128
60	97	132	136	139	141	60	128	129	131	133
61	100	136	140	144	146	61	132	134	135	137
62	104	141	144	148	150	62	136	138	140	142
63	107	145	149	153	155	63	141	143	144	146
64	110	150	154	158	160	64	145	147	149	151
65	114	155	159	163	165	65	150	152	154	156
66	117	160	163	168	170	66	155	156	158	161
67	121	165	169	174	176	67	159	161	163	166
68	125	170	174	179	181	68	164	166	168	171
69	128	175	179	184	186	69	169	171	173	176
70	132	180	185	189	192	70	174	176	178	181
71	136	185	189	194	197	71	179	181	183	186
72	140	190	195	200	203	72	184	186	188	191
73	144	195	200	205	208	73	189	191	194	197
74	148	201	206	211	214	74	194	197	199	202
75	152	206	212	217	220	75	200	202	204	208
76	156	212	217	223	226	76	205	207	210	213
77	160	218	223	229	232	77	210	213	215	219
78	164	223	229	235	238	78	216	218	221	225
79	168	229	235	241	244	79	221	224	227	230
80	173	234	240	247	250	80	227	230	233	236

Notes:

- * Male and female Soldiers who fall below the minimum weights shown in table 3-1 will be referred for immediate medical evaluation.
- 1 The height will be measured in stocking feet (without shoes), standing on a flat surface with the chin parallel to the floor. The body should be straight but not rigid, similar to the position of attention. The measurement will be rounded to the nearest inch with the following guidelines:
 - a If the height fraction is less than 1/2 inch, round down to the nearest whole number in inches.
 - b If the height fraction is 1/2 inch or greater, round up to the next highest whole number in inches.
- 2 The weight should be measured and recorded to the nearest pound within the following guidelines.
 - a If the weight fraction is less than 1/2 pound, round down to the nearest pound.
 - b If the weight fraction is 1/2 pound or greater, round up to the next highest pound.
- 3 All measurements will be in a standard PT uniform (gym shorts and T-shirt, without shoes).
- 4 If the circumstances preclude weighing soldiers during the APFT, they will be weighed within 30 days of the APFT.
- 5 Add 6 pounds per inch for males over 80 inches and 5 pounds for females for each inch over 80 inches.

Male Uniform List for JAIBC

ITEM	QUANTITY	APPROX. COST
Army Physical Fitness Shorts, Black	4	\$11.50 ea
Army Physical Fitness Shirt, Grey	2 short sleeve/ 2 long sleeve	\$7.00 ea \$8.50 ea
Army Physical Fitness Pants, Black	1	\$30.00
Army Physical Fitness Jacket/Zipper Front, Grey	1	\$59.00
Micro Fleece Cap, Grey/Green (no logos)	1	\$5.00
Socks, White (over the ankle bone or bottom of calf – no logos)	5 pair	\$6.00 (3 pk)
Running Shoes (not cross trainers)	1 pair	\$70.00
Gloves, Black or Green Leather Issue	1 pair	\$20.00
Glove Inserts, Green	1 pair	\$5.00
Boots, Desert (DSCP Issue Boots), 1 hot weather, 1 temperate	2 pair	\$76.00 and up
Army Combat Uniform (ACU) Trousers and Jacket	4 sets	\$37.00 ea (jacket) \$39.00 ea (trouser)
Patrol Cap, ACU w/ sew on rank	2	\$6.50 ea
T-Shirt, Tan (cotton polyester blend, no UA/form fit)	5	\$14.50 (3 pk)
Boot Socks, Wool, Green/Tan	5 pair	\$7.00 (3 pk)
Belt, Tan Rigger	1	\$3.50
U.S. Flag Insignia (Full Color)	4	\$1.50 ea
ACU Name Tapes (velcro or sew on)	5	\$3.50 ea
ACU U.S. Army Tapes (velcro or sew on)	4	\$2.00 ea
ACU Rank (velcro or sew on)	4	\$3.00 (2 pk)
ACU Unit Patch or 1 TJAGLCS Patch	4	\$8.00 (2 pk)
T-Shirt, White (cotton)	2	\$7.50 (3 pk)
Officer Blue ASU Jacket w/ JA Sleeve Braid	1	\$189.00
Officer Blue ASU Trousers	1	\$87.00
Shirt, White, Long Sleeve with Shoulder Loops	1	\$23.00
Shirt, White, Short Sleeve with Shoulder Loops	1	\$27.00
Beret, Black	1	\$10.50
Shoes, Low Quarters, Black Pre-Shined	1 pair	\$39.00 - \$73.00
Necktie, Black	1	\$5.00
Bowtie, Black	1	\$3.00
Buckle, Brass	1	\$5.00
Belt, Black Web	1	\$3.50
Dress Socks, Cotton, Black	1 pair	\$4.00 (3 pk)
JAGC Branch Insignia (Gold)	1	\$10.00
US Insignia (Gold)	1	\$10.00
Ribbons (National Defense Svc Ribbon, Army Svc Ribbon)	1	\$1.00 per ribbon
Ribbon Bar Holder	1	\$3.00
Regimental Distinctive Insignia (Blue JAG Crest w/ 1775)	1	\$8.00
Shoulder Marks (set) (ASU White Shirt Insignia of Rank)	1	\$3.50
Shoulder Straps (set) (ASU Blue Jacket Insignia of Rank)	1	\$35.00
ASU Uniform Name Plates	2	\$3.00 ea
Non-Subdued Pin On Rank	1 pkg	\$7.50
Silver Dollar or Dollar Coin (optional for first salute)	1	\$1.00 and up
Camelbak (black or ACU pattern) or 2 quart Canteen (green)	1	\$65.00/\$10.00
Roll of Quarters for Laundry	1	At least \$4.00

Female Uniform List for JAOBC

ITEM	QUANTITY	APPROX. COST
Army Physical Fitness Shorts, Black	4	\$11.50 ea
Army Physical Fitness Shirt, Grey	2 short sleeve/ 2 long sleeve	\$7.00 ea \$8.50 ea
Army Physical Fitness Pants, Black	1	\$30.00
Army Physical Fitness Jacket/Zipper Front, Grey	1	\$59.00
Micro Fleece Cap, Grey/Green (no logos)	1	\$5.00
Socks, White (over the ankle bone or bottom of calf – no logos)	5 pair	\$6.00 (3 pk)
Running Shoes (not cross trainers)	1 pair	\$75.00 - \$110.00
Gloves, Black or Green Leather Issue	1 pair	\$20.00
Glove Inserts, Green	1 pair	\$5.00
Boots, Desert (DSCP Issue Boots), 1 hot weather, 1 temperate	2 pair	\$76.00 and up
Army Combat Uniform (ACU) Trousers and Jacket	4 sets	\$37.00 ea (jacket) \$39.00 ea (trouser)
Patrol Cap, ACU w/ sew on rank	2	\$6.50 ea
T-Shirt, Tan (cotton polyester blend, no UA/form fit)	5	\$14.50 (3 pk)
Socks, Wool, Green/Tan	5 pair	\$7.00 (3 pk)
Belt, Tan Rigger Belt	1	\$3.50
U.S. Flag Insignia (Full Color)	4	\$1.50 ea
ACU Name Tapes (velcro or sew on)	5	\$3.50 ea
ACU U.S. Army Tapes (velcro or sew on)	4	\$2.00 ea
ACU Velcro Rank (velcro or sew on)	4	\$3.00 (2 pk)
ACU Unit Patch	4	\$8.00 (2 pk)
Officer Blue ASU Jacket w/ JA Sleeve Braid	1	\$189.00
Officer Blue ASU Trousers	1	\$87.00
ASU Skirt	1	\$78.00
Shirt, White, Long Sleeve with Shoulder Loops	1	\$23.00
Shirt, White, Short Sleeve with Shoulder Loops	1	\$27.00
Beret, Black	1	\$10.50
Shoes, Low Quarters, Black, Pre-Shined	1 pair	\$39.00 - \$73.00
Shoes, Black Pump, Closed Toe, 1/2-3" heel (no lines or adornments)	1 pair	\$37.00
Necktab, Black	1	\$5.50
Dress Socks, Cotton, Black	1 pair	\$4.00 (3 pk)
JAGC Branch Insignia (Gold)	1	\$10.00
US Insignia (Gold)	1	\$10.00
Ribbons (National Defense Svc Ribbon, Army Svc Ribbon)	1	\$1.00 per ribbon
Ribbon Bar Holder	1	\$3.00
Regimental Distinctive Insignia (Blue JAG Crest w/ 1775)	1	\$8.00
Shoulder Marks (set) (ASU White Shirt Insignia of Rank)	1	\$3.50
Shoulder Straps (set) (ASU Blue Jacket Insignia of Rank)	1	\$35.00
ASU Uniform Name Plates	2	\$3.00 ea
Non-Subdued Pin On Rank	1 pkg	\$7.50
Silver Dollar or Dollar Coin (optional for first salute)	1	\$1.00 and up
Camelbak (black or ACU pattern) or 2 quart Canteen (green)	1	\$65.00/\$10.00
Roll of Quarters for Laundry	1	At least \$4.00