

Aviation Officer Application Checklist Updated: JUNE 2022

Applicant Name (Last, First, M.I. /Rank): _____

- Aviation Packet Coversheet- attached below
- Biographical Summary- was emailed to you
- UF 3.3 Company Commander Letter of Recommendation (or applicable First Level authority) - Must include contact info (phone & email) and the following statement:
"I certify that (rank & name) successfully passed the APFT/ ACFT with a no single event being less than 70 points, (score) on (date); the verified height is (inches) and verified weight is (lbs.)."
- UF 3.3 Battalion Commander Letter of Recommendation (or applicable Second Level authority) - Must include contact info (phone & email)
- UF 3.3 Senior Aviation Officer (Aviation CW3- CW5; MAJ or above) Letter of Recommendation- Must include contact info (phone & email)
- Resume- Typical civilian or similar. One page; 12 pt font; Arial font or similar
- Soldier Record Brief (ERB/ ORB) or equivalent document (used to verify DOB, GT, AFS, DOR, and ETS)
- Evaluations (up to **5 years** in order newest to oldest **and all AERs (1059s)**)
- College Transcript(s), Official or Unofficial
- Professional Licenses / Certificates (i.e. Certificates issued to Engineers, Mechanics, Aviators etc.)
- SIFT Results
- Security Clearance Verification memorandum (signed by S2 / security manager)
- Flight Physical (DD2808) with Ft Rucker AEROMED stamp; all pages
- REDD Report (Warrant Officer Only if no GT on SRB; get with Unit Readiness NCO for assistance)
- DA 705 ACFT/ APFT Scorecard (signed by Army E-6 or above)
-Body Fat Content Worksheet (if NOT IAW height/weight standards outlined in AR 600-9 Table B-1)
- Memorandum for Record explaining any arrests/ convictions/ fines (if needed)
-- Must include disposition and amount fined (not including court costs)
- Memorandum for Record of any civilian flight hours/ training/ experience

Submit legible copies in the above order, named accordingly (ex: 1- CoverSheet- SMITH)

Email me individual files.... not one document!!!

THIS CHECKLIST IS FOR YOU.. DO NOT TURN IT IN