

ELIGIBILITY REQUIREMENTS
ACTIVE DUTY SPECIAL WORK (ADSW)

1. Applicants for ADSW tours must:
 - a. Be a federally recognized member of the ARNG of a state or territory, or a USAR soldier in an active reserve status.
 - b. Have the qualifications needed for the tour.
 - c. Meet the Army height & weight standards IAW AR 600-9 and NGR(AR) 500-2, para 4-7b(1).
 - d. Not be within six months of mandatory removal or expiration term of service (ETS) on the report date of the tour. This requirement may be waived by DARNG or CG, ARPERCEN where exceptional military need exists and the soldier can complete the tour before the mandatory removal date or expiration term of service.
 - e. Officers: Major and below must not have failed to be selected by a mandatory selection board for promotion to the next higher grade. This is regardless of any appeal action that may be pending. If selected by a later promotion board, the officer will become eligible.
 - f. If being considered for an ADSW tour in the first two months of a fiscal year, have had a minimum break of 60 continuous calendar days following the last day of an ADSW or TTAD tour in the previous fiscal year. This break is only required if the soldier has accumulated over 30 days of ADSW and/or TTAD in the last quarter of the previous fiscal year.
 - g. Meet tour break requirements of paragraph f above unless waived by DARNG, CAR, or MACOM commander, as appropriate. Send fully justified request through channels {see para 1-11, NGR(AR) 500-2 for required statement if the 60-day break is waived}.
 - h. If a CSM be reclassified to SGM (AR 135-205, Chapter 6) before entrance on ADSW if:
 - a. The tour does not specifically require the services of a CSM; or
 - b. The duty is not related to the function of a CSM
2. Applicants for ADSW tours must submit DA Form 1058-R, DA Form 160-R, or NGB Form 34-1 (whichever applies) with the exception of the physical examination requirement. Physical examination is required within 18 months before the date of entry on ADSW if the requested tour exceeds 29 days.
3. An officer applying for ADSW who is or will be within two years of qualifying for active federal service retirement will enter the following in the remarks section of the application: "I understand that although at the completion of my tour, I may be within two years of qualifying for an active duty retirement under Title 10 USC 1293, 3911, or 3914, it is current Army policy that I will be released from active duty at the completion of my tour unless my continuance on active duty is considered in the best interests of the Army by the Secretary of the Army (Manpower and Reserve Affairs). I hereby consent to being ordered to active duty for the period indicated and consent to my release from active duty at the completion of this tour."