



DEPARTMENT OF THE ARMY
U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND/
ARMY FORCES STRATEGIC COMMAND
POST OFFICE BOX 1500
HUNTSVILLE, ALABAMA 35807-3801

REPLY TO
ATTENTION OF

MAR 01 2010

SMDC-HH

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Space and Missile Defense Command/Army Forces Strategic Command (USASMDC/ARSTRAT) Reenlistment Education Incentive Program

1. REFERENCES:

- a. AR 601-280, The Army Retention Program, 31 January 2006
- b. AR 600-9, The Army Weight Control Program, 27 November 2006
- c. AR 670-1, Wear and Appearance of Army Uniforms and Insignia, 3 February 2005
- d. AR 621-5, Army Continuing Education System, 6 September 2009

2. PURPOSE: The objective of the USASMDC/ARSTRAT Reenlistment Incentive Program is to promote the retention of highly qualified Soldiers for continued service in the command and the Army. Soldiers who reenlist for current station stabilization will be granted a flexible duty schedule (mission permitting) which permits them a one-time opportunity during a single semester to pursue 12 semester hours or 4 classes (whichever is greater) of college level studies within a reasonable driving distance (no more than 50 miles) from their home or duty location. Commanders are retention officers and, therefore, charged with the responsibility to develop, implement and maintain aggressive local Army Retention Programs to retain high quality Soldiers in the Army.

3. APPLICABILITY: This policy is applicable to all USASMDC/ARSTRAT active duty enlisted Soldiers.

4. POLICY:

a. The USASMDC/ARSTRAT Reenlistment Education Incentive Program is directed toward the retention and manning efforts of the force within the command.

b. Soldiers who reenlist for current station stabilization under option E-2 of reference 1.a. to remain assigned to any unit within the command can elect to participate in this reenlistment program. This incentive allows Soldiers time to pursue civilian educational goals.

SMDC-HH

SUBJECT: U.S. Army Space and Missile Defense Command/Army Forces Strategic Command (USASMDC/ARSTRAT) Reenlistment Education Incentive Program

c. Soldiers reenlisting while in a deployed status will be counseled by retention personnel or the Career Counselor on how to utilize this incentive, and the commander must then endorse the Education Incentive Certificate (enclosed). The Soldier's 12-month stabilization will commence upon redeployment, and this incentive must be initiated within 60 days of reintegration at home station or upon reenlistment.

d. It is the Soldier's responsibility to keep the command informed of any changes in his/her academic status, i.e., grades, courses dropped or schedule changes. Poor performance identified as maintaining less than a 2.0 GPA or withdrawal from classes will result in termination of the program for the Soldier.

5. Reference 1.a. does not provide for continuing civilian education as a reenlistment option or incentive, but does authorize Soldiers the following:

a. Soldiers will be allowed to schedule flexible hours so they may take civilian education classes designed to enhance their professional development in conjunction with their commitment to remain a part of the USASMDC/ARSTRAT team.

b. Soldiers may pursue accredited civilian education of 12 semester hours or 4 classes (whichever is greater) of college level studies within a reasonable driving distance (no more than 50 miles) from their home or duty location. Trade or technical schooling may be authorized if the school is accredited and the course length does not exceed a standard semester of college.

c. Soldiers may elect to complete the required studies during day or evening classes as approved by the Soldier's commander and education counselor. Commanders will determine when mission takes precedence over class scheduling and attendance.

d. Classes under the provisions of this incentive must commence upon the next academic term available from the date of reenlistment or reintegration, and must be completed at the end of that term. The academic term must be equivalent in length or shorter than a typical college semester.

e. Soldiers will still be accountable to their chain of command and may be required to attend mandatory training. Soldiers must not be flagged for adverse actions; must maintain height and weight standards IAW reference 1.b.; pass the Army Physical Fitness Test (APFT); and maintain proper military appearance IAW reference 1.c.

SMDC-HH

SUBJECT: U.S. Army Space and Missile Defense Command/Army Forces Strategic Command (USASMDC/ARSTRAT) Reenlistment Education Incentive Program

6. In order to qualify for this incentive, Soldiers must meet the following prerequisites:

a. Soldiers must meet the basic reenlistment eligibility criteria prescribed in chapter 3 of reference 1.a. Soldiers must submit a request to reenlist, DA Form 3340-R, and an Education Incentive Certificate to their commander for approval.

b. Soldiers must be qualified for and reenlist under the provisions of Table E-2, AR 601-280, for a minimum of three years IAW established option 2 policy.

c. Soldiers must be an initial term, mid-careerist, or careerist with mid-careerist options as defined in the glossary of AR 601-280, section II. Soldiers with 10 years or more of active federal service on the date of reenlistment are not eligible to participate in this program.

7. Unit commanders will ensure:

a. When possible, Soldiers who elect this incentive will be processed through their local Education Center for counseling prior to reenlisting.

b. Soldiers who reenlist will be released from unit details and duty rosters (if applicable) that interfere with approved class attendance. This applies whether the Soldier elects to attend classes during the day or evening. Commanders will neither hinder nor prevent Soldier's class attendance due to non-mandatory training requirements, except in the event of actual deployment.

c. Commanders must ensure that Soldiers do not attend civilian educational institutions as their sole place of duty. Soldiers taking classes must comply with 10 U.S.C. 2007, in order to qualify for tuition assistance.

8. The conditions of this incentive will also be voided if:

a. The Soldier does not process through the appropriate installation Education Center.

b. The Soldier demonstrates less than satisfactory academic performance, e.g., fails to maintain a 2.0 GPA.

c. The Soldier fails to maintain height/weight and or APFT standards during course attendance.

d. The Soldier becomes a disciplinary problem.

SMDC-HH

SUBJECT: U.S. Army Space and Missile Defense Command/Army Forces Strategic Command (USASMDC/ARSTRAT) Reenlistment Education Incentive Program

e. The commander determines that the Soldier's performance and or conduct warrant removal from course attendance IAW other regulatory guidance and or policy.

9. Expiration: This incentive will remain in effect until superseded or rescinded.

10. POC for this policy is MSG Felix N. Quiles, USASMDC/ARSTRAT Career Counselor, (719) 554-2153, DSN 692-2153, felix.quiles@smdc-cs.army.mil.

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EDUCATION INCENTIVE CERTIFICATE

SUBJECT: USASMDC/ARSTRAT Reenlistment Education Incentive Program

Principle purpose: To verify participation in the USASMDC/ARSTRAT Education Reenlistment Incentive Program.

Routine uses: Used by unit commanders and retention NCOs to document Soldiers participating in civilian education programs.

Disclosures: Mandatory disclosure. Failure to provide information may result in Soldier being denied participation in this program.

APPLICANT NOTE: This certificate must be submitted to your unit commander for approval.

PART I (SOLDIER)

1. I, (full name) _____, (SSN) _____, request reenlistment during the month of _____ under the provisions of Table E-2, AR 601-280, Current Station Stabilization Reenlistment Option, and participation in the USASMDC/ARSTRAT Education Incentive Program.

2. My educational goals are to:

3. My plan for school attendance is enclosed. My proposed class schedule is as follows:

COURSE	CREDITS	DATES	TIME
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. I understand that any costs associated with school attendance are my responsibility and certify that I have the necessary funds to defray all education expenses associated with this agreement. Unsatisfactory class attendance, unsatisfactory academic performance, failure to meet height/weight standards, APFT failure, or breaches of military discipline on my part will result in termination of school attendance. I further understand that in the event I am required to terminate my studies and return to the unit regardless of the reason, neither Department of the Army nor any other government agency will be responsible or accountable for any loss of my

personal funds or educational entitlements resulting from that action. I understand that I must complete my studies within one year of my reenlistment date. I have read the USASMDC/ARSTRAT Education Incentive Program and understand the program in detail.

5. I understand that if I am deployed and cannot see an Education Counselor, I will visit an Education Counselor within 30 days of redeployment. Failure to do so may cause me to forfeit the Education Incentive.

(Signature, Printed name, Rank, SSN, Unit)

PART II (LOCAL EDUCATION CENTER)

1. Name, Rank, SSN and unit of Soldier:

2. Academic Plan:

	<u>Course</u>	<u>Credits</u>	<u>Dates</u>	<u>Time</u>
a.	_____	_____	_____	_____
b.	_____	_____	_____	_____
c.	_____	_____	_____	_____
d.	_____	_____	_____	_____

3. I certify the education plan is consistent with the education goals of the person named above and constitute no more than 12 semester hours (4 classes) of school.

(Signature of Education Counselor, Printed name, Title, Date)

PART III (UNIT COMMANDER)

1. Soldier has been counseled regarding unit requirements.

2. Additional Instructions/Conditions:

3. Recommend approval/disapproval for participation in this program.

(Commander's name, Rank, Title, Signature, Date)

PART IV (BATTALION COMMANDER)

1. I approve/disapprove participation in the Education Incentive Program on the above stated Soldier.

(Battalion Commander's name, Rank, Title, Signature, Date)

PART V (SOLDIER)

1. I have been counseled on the approval/disapproval of my request. If approved, I understand my unit duty requirements during the time that I am enrolled in the program and the requirement to provide progress and attendance reports to my commander. I have been furnished a copy of this certificate.

(Soldier's name, Rank, Signature, Date)