



## DEPARTMENT OF THE ARMY AND THE AIR FORCE

NATIONAL GUARD BUREAU  
1411 JEFFERSON DAVIS HIGHWAY  
ARLINGTON, VA 22202-3231

REPLY TO  
ATTENTION OF

NGB-ARH

MEMORANDUM FOR ALL MILPOS and RRCs

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SUBJECT: 09L High School Verification Exception to Policy Approval Authority (NGB-ARH Policy Memo # 08-020)

1. Reference: ECM-07, ARNG Enlistment Criteria, Paragraph 3-37a(7), 1 Oct 06.
2. This policy change applies to applicants enlisting under the 09L enlistment option that cannot prove their education completion, because they are from a country affected by the Global War on Terrorism (Iraq or Afghanistan).
3. Effective immediately, applicants described above may apply for an exception to policy and enlist without proving education status. Exceptions will be submitted to NGB-ASM Recruiting Operations Center (ROC) through the Guidance Counselor Redesign (GCR) system.
4. Criteria for the exception to policy are as follows:
  - (a) All means to obtain education documentation must be exhausted.
  - (b) Must have an English Comprehension Language Test (ECLT)/American Language Comprehension Placement Test (ALCPT) score of 40 or above (no exceptions).
  - (c) Applicant must understand the requirements to achieve an Armed Forces Qualification Test (AFQT) of 10 or higher and an ECLT of 80 or higher at the completion of English as Second Language (ESL) training.
  - (d) Statement from the applicant affirming their education completion and reasons why it is impractical to obtain education documents.
  - (e) Statement from the RRNCO or Area RRNCO (NCOIC) as to what measures were taken to obtain the applicant's education documents.
  - (f) ECLT/ALCPT result, AFQT, target language Oral Proficiency Interview (OPI) scores must be included in request for exception to policy.

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4. Point of Contact for this is MSG Donald Kiefer, NCOIC Enlisted Policy, at 703-607-3401, donald.kiefer@us.army.mil.

A handwritten signature in black ink, appearing to read 'D. Sheridan', is positioned above a horizontal line.

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DAVID P. SHERIDAN  
COL, GS  
Chief, Personnel Policy  
and Readiness Division