

Army Regulation 680-150

PERSONNEL INFORMATION SYSTEMS

**RESERVE
COMPONENT
OFFICERS
ELIGIBLE FOR
PROMOTION
CONSIDERATION
(Requirement
Control Symbol
AG-601 (R1))**

Headquarters
Department of the Army
Washington, DC
1 February 1982

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SUMMARY of CHANGE

AR 680-150

RESERVE COMPONENT OFFICERS ELIGIBLE FOR PROMOTION CONSIDERATION

(Requirement Control Symbol AG-601 (R1))

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Effective 1 March 1982

PERSONNEL INFORMATION SYSTEMS

RESERVE COMPONENT OFFICERS ELIGIBLE FOR PROMOTION CONSIDERATION
(Requirement Control Symbol AG-601 (R1))

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:

ROBERT M. JOYCE
Brigadier General, United States Army
The Adjutant General

History. This publication has been reorganized to make it compatible with the Army electronic publishing database. No content has been changed.

Summary. This revision updates procedures for preparing and submitting zone of consideration status records for US Army Reserve commissioned and warrant officers eligible for promotion consideration; replaces the Date of Last Efficiency Report with Civilian Education Code; and

requires OCONUS commanders to transmit punch card data or negative reports to Reserve Components Personnel and Administration Center (RCPAC) by Automatic Digital Network.

Applicability. See paragraph 2.

Proponent and exception authority. The proponent agency of this regulation is The Adjutant General's Office.

Army management control process. Not applicable.

Supplementation. Local limited supplementation of this regulation is permitted, but is not required. If supplements are issued, HQDA agencies and major Army commands will furnish one copy of each to Cdr, RCPAC, ATTN: AGUZ-PPP, 9700 Page Blvd., St. Louis, MO 63132; other commands will furnish one copy of each to the next higher headquarters.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on

their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to Commander, US Army Reserve Components Personnel and Administration Center, ATTN: AGUZ-PPP, 9700 Page Boulevard, St. Louis, MO 63132.

Distribution. To be distributed in accordance with DA Form 12-9A requirements for AR, Personnel Information Systems.

Active Army—C
ARNG—D
USAR—C

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Section I GENERAL

1. Purpose.

This regulation prescribes policies and procedures for providing HQDA with data used to consider, select, and promote commissioned officers of the Army National Guard of the United States (ARNGUS) and commissioned and warrant officers of the United States Army Reserve (USAR) as Reserve commissioned and warrant officers of the Army.

2. Applicability

This regulation applies to the following:

- a.* Commissioned officers of the ARNGUS and commissioned and warrant officers of the USAR in an active status or on active duty.
- b.* Active Army officers who are also Reserve commissioned or warrant officers.
- c.* Dual Component personnel. These include Regular Army or Army of the United States enlisted or warrant officer personnel serving in that capacity on active duty who have been appointed and simultaneously hold status as Reserve commissioned or warrant officers.

3. Required references

- a.* AR 18-12-10 (Catalog of Standard Data Elements and Codes, Security and Intelligence). Cited in *Note 6* of table 1.
- b.* AR 135-155 (Promotion of Commissioned Officers and Warrant Officers other than General Officers). Cited in paragraphs 6 and 8, *Note 2* of Table 1, and appendix A.
- c.* AR 340-21 (The Army Privacy Program). Cited in paragraph 5.
- d.* AR 380-380 (Automated Systems Security). Cited in paragraph 5.
- e.* AR 680-29 (Military Personnel, Organization, and Type of Transaction Codes). Cited in *Note 4* of Table 1 and appendix B.
- f.* NGR 600-100 (Commissioned Officers Federal Recognition and Related Personnel Activities). Cited in paragraphs 6 and 8.
- g.* NGR 600-101 (Warrant Officers Federal Recognition and Personnel Actions). Cited in paragraphs 6 and 8.

4. Policies

- a.* The status record of each ARNGUS/USAR commissioned officer and USAR warrant officer eligible for promotion consideration will be prepared and furnished to DA on an as-required basis.
- b.* Mandatory selection boards for ARNGUS commissioned officers and USAR commissioned and warrant officers will convene annually as announced by HQDA.
- c.* DA Standby Advisory Boards will convene on an as-required basis.
- d.* DA Reserve Unit Selection Boards for USAR commissioned and warrant officers will convene during the months of April, August, and December. HQDA will announce the dates.
- e.* The State promotes ARNG officers. An officer who has been promoted by the State and extended Federal recognition in the next higher grade will be concurrently promoted to the higher grade in the Army Reserve with assignment to the ARNGUS.

5. Preservation of privacy

Persons who operate systems of records or have access to records containing personal data must follow the requirements and procedures prescribed by The Privacy Act (5 USC 552a), AR 340-21, and AR 380-380. The Privacy Act and AR 340-21 require protection of systems of records that contain personal data.

Section II UNIT VACANCY AND MANDATORY PROMOTION CONSIDERATION STATUS RECORD

6. Responsibilities

- a.* *Mandatory promotion consideration.* A zone of consideration status record (AG-601 (R1)) will be prepared to identify the ARNGUS/USAR commissioned officers and USAR warrant officers who are eligible for mandatory promotion consideration. Organizations responsible for preparing this record are shown below.

Table 6
Organizations responsible for preparing this record

Preparing organization	Military personnel class	ARNGUS/USAR
National Guard Bureau	Commissioned officers	ARNGUS members
Reserve Components Personnel and Administration Center	Commissioned officers and warrant officers	USAR Control Group and Dual Component members in Active Guard and Reserve Status
CONUS Army and OCONUS commands	Commissioned officers and warrant officers	USAR unit members
USA Military Personnel Center	Commissioned officers and warrant officers	ARNGUS/USAR members on active duty
USA Mobilization Support Detachment (RCPAC-AUG)	Commissioned officers and warrant officers	RCPAC-AUG unit members

b. Unit vacancy promotion consideration.

(1) NGR 600-100 and NGR 600-101 will govern Federal recognition for unit vacancy promotions of ARNGUS officers.

(2) USAR commanders (to include the Commander, US Army Mobilization Support Detachment (RCPAC-AUG)) will nominate or recommend officers eligible to be considered for promotion to fill unit vacancies. They will submit the names to the appropriate area commander (processing command) in accordance with paragraph 2-8, AR 135-155.

(3) Continental United States (CONUS) Army commanders will prepare a zone of consideration status record for each commissioned and warrant officer nominated or recommended for unit vacancy promotion consideration. An AG-601 card is used for this action.

7. System description

a. The Mandatory Promotion Subsystem at RCPAC is designed to accomplish the following:

- (1) Identify officers in the zone of consideration.
- (2) Identify errors that affect officer promotion actions.
- (3) Furnish necessary support documents to promotion boards.
- (4) Complete board results of officers selected or not selected.
- (5) Notify USAR officers of their selection and USAR/ARNGUS officers of their nonselection. The ARNG Personnel Center will notify ARNGUS commissioned officers of their selection.
- (6) Complete USAR commissioned and warrant officer promotion actions. The ARNG Personnel Center will complete ARNGUS promotion actions.

b. The AG-601 (R1) input from agencies in paragraph 6a is merged by the Mandatory Promotion Subsystem to produce the Zone Master File and other outputs to support the Mandatory Promotion Boards.

8. Procedures

a. The personnel records of eligible ARNGUS and USAR commissioned officers and USAR warrant officers will be screened annually. Eligibility for promotion consideration is prescribed in AR 135-155. Instructions for preparing zone of consideration status records (magnetic tape, disk, or punchcard) are shown in table 1. Status records will be sent, as shown below, 6 months prior to the first day of the month the Mandatory Promotion Board is scheduled to convene.

- (1) *AG-601 (R1) input punchcards.* Cdr, RCPAC, ATTN: AGUZ-PAP-P, St. Louis, MO 63132.
- (2) *AG-601 (R1) magnetic tapes or disks.* Cdr, RCPAC, ATTN: AGUZ-SSO-A, St. Louis, MO 63132.

b. The DA Reserve Unit Selection Boards will convene at each CONUS Army headquarters. The names of officers eligible for unit vacancy promotion consideration will be reported in punch card format (table 2). An original and duplicate punch card will be prepared 33 days prior to the first day of the month a unit selection board is scheduled to convene.

c. See AR 135-155 for the following:

- (1) Procedures for considering, selecting, and promoting USAR and ARNGUS commissioned and warrant officers.
- (2) Authority for scheduling, appointing, and convening selection boards and standby advisory boards.

d. See NGR 600-100 and NGR 600-101 for procedures for promotion of ARNGUS commissioned and warrant officers.

e. Changes affecting data submitted for mandatory selection boards will be sent to the Cdr, RCPAC, ATTN: AGUZ-PAP-P, 9700 Page Blvd., St. Louis, MO 63132. These changes may be sent, as they occur, through the last day of the month in which the board convenes or until such time as the board adjournment is announced.

Table 1
Instructions for Preparing AG-601 Status Record for Reserve Component Officers Eligible for Promotion Consideration (RCS AG-601 (R1))—Mandatory Consideration

<i>Item</i>	<i>Card Column</i>	<i>Code</i>	<i>AR No.</i>	<i>Type Bar Interpreted</i>
Name	1-18	600-2	1-18
Military Personnel Class (MPC)	19	42	680-29	19
Social Security Identification (SSN)	20-28	600-2-	20-28
Grade Code (GRCD)	29	29	680-29	29
Basic Branch (BR)	30-31	102	680-29	30-31
Duty Detail Branch (DBR) (Note 1)	32-33	102	680-29	32-33
Sex (SEX)	34	68	680-29	34
Date of Birth (DOB)	600-2-
Year	35-36	35-36
Month	37-38	37-38
Day	39-40	39-40
Promotion Eligibility Date (PED)	135-155
Year	41-42	41-42
Month	43-44	43-44
Day	45-46	45-46
Promotion Consideration Code (PCC)	47-48	47-48
(Note 2)				
Military School Completed:				
Highest Military Education Level				
(MLED)				
(Note 3)				
Branch School Completed (BSC) (Note 4)	49-50	49-50
Branch School Completed (BSC) (Note 4)	51-52	102	680-29	51-52
Military School Enrolled:				
Service School Enrolled (SSE) (Note 5)	53-54	53-54
Branch School Enrolled (BSE) (Note 4)	55-56	102	680-29	55-56
* Race/Population Group (Note 8)	57	58	680-29
* Ethnic Group (Note 9)	58	26	680-29
Mandatory Removal Date (MRD)	140-10
Year	59-60	59-60
Month	61-62	1-2L
Day	63-64	3-4L
Command/State Code or Command/MUSARC Code (Note 6)	65-66	5-6L
Civilian Education (Note 7)	67	100	680-29-	8L
Blank	68-70
Unit Identification Code (Note 10)	71-76	13-18L
Blank (Reserved for DA Use)	77-78
Recommend Code (Reserved for RCPAC Use)	79-80

**EXCEPTION:* The National Guard Bureau has been granted an exception to the Race/Population and Ethnic Group requirements by ASD (M&RA), 7 June 1977, until SIDPERS-ARNG is implemented.

Note 1. Punch and interpret only when officer has been officially detailed to a branch other than the basic branch.

Note 2. Use the proper promotion consideration code shown below.

a. NC—Not mandatorily considered. Not previously considered for promotion under the fully qualified or best qualified criteria (AR 135-155).

b. PO—Passover. Previously considered for promotion under the fully qualified criteria (AR 135-155), but not selected.

c. NS—Not selected. Previously considered under the best qualified criteria (AR 135-155), but not selected.

d. PS—Previously selected for promotion, but declined.

(1) Individuals previously selected under the best qualified criteria, but declined.

(2) Nonunit officers previously selected under the fully qualified criteria, but declined.

Note 3. Use the appropriate code from appendix A to indicate the highest military school course completed or constructive or equivalent credit which has been awarded.

Table 1
Instructions for Preparing AG-601 Status Record for Reserve Component Officers Eligible for Promotion Consideration (RCS AG-601 (R1))—Mandatory Consideration—Continued

Note 4. A. Applicable only to branch material schools. The code for branch material schools will be the alphabetic branch abbreviation as indicated in Code Number 102, AR 680-29.

b. Does not apply for branch immaterial schools or branch immaterial extension courses. In such cases, leave the card field blank.

c. When Code "09" is punched in card columns 49 and 50, leave card columns 51 and 52 blank. When Code "09" is punched in card columns 53 and 54, leave card columns 55 and 56 blank.

Note 5. Use the appropriate code listed in appendix A to indicate the military school course in which currently enrolled.

Note 6. Identify Major US Army Reserve Command (MUSARC) by a two-character code. Data will be punched and interpreted by reporting commands as follows:

a. National Guard Bureau will use State Numeric Code provided in AR 18-12-10.

b. CONUS Armies will use the proper code, as shown below, plus a one alphanumeric character code to identify the Army Reserve Command (ARCOM) or General Officer Command (GOCOM) having jurisdiction over the Reservist's unit.

<i>Army</i>	—	<i>Code</i>
First US Army	—	1
Fifth US Army	—	5
Sixth US Army	—	6

c. Oversea commands will use the following command codes when preparing AG-601 cards for submission to RCPAC:

<i>Command</i>	<i>Code</i>
USAREUR	E1
172 Infantry Bde Alaska	A1
WESTCOM	P1

d. RCPAC will use the following codes:

<i>Control group/AUG unit</i>	<i>Code</i>
Ready Reserve (RCPAC-AUG)	U1
Ready Reserve (Control Group)	RR
Standby Reserve (Control Group)	RS
Officer Active Duty Obligor (Control Group)	PC

Note 7. Use this code to record the highest civilian education level attained by the individual. (See app B.)

Note 8. Enter one of the following codes in card column 57. DO NOT INTERPRET.

<i>Code</i>	<i>Race</i>
C	White (CAUCASOID)
M	Yellow (ASIAN MONGOLOID)
N	Black (NEGROID or AFRICAN)
R	Red (AMERICAN INDIAN)
X	Other
Z	Unknown

Note 9. Enter one of the following codes in card column 58. DO NOT INTERPRET.

<i>Code</i>	<i>Ethnic group designation</i>	<i>Explanation</i>
1	Other Hispanic descent	Persons of Spanish extraction not delineated as Mexican, Puerto Rican, Cuban, or Latin American.
2	US/Canadian Indian Tribes (Formerly American Indian)	Persons belonging to US or Canadian Indian tribes (other than Aleut or Eskimo).
3	Other Asian Descent	Persons of Asian descent not delineated separately as Chinese, Japanese, Korean, Indian, Filipino, and Vietnamese.
4	Puerto Rican	Persons of Puerto Rican descent.

Table 1
Instructions for Preparing AG-601 Status Record for Reserve Component Officers Eligible for Promotion Consideration (RCS AG-601 (R1))—Mandatory Consideration—Continued

5	Filipino	Persons from the Philippine Islands and their descendants.
6	Mexican (formerly Mexican-American)	Persons of Mexican origin, their descendants, and "Chicanos".
7	Eskimo	Persons of Eskimo Descent. Does not include Aleuts.
8	Aleut	Persons of Aleut descent.
9	Cuban (Formerly Cuban-American)	Persons of Cuban descent.
D	Indian	Persons from India and their descendants.
E	Melanesian	Persons of Melanesian descent.
G	Chinese	Persons of Chinese descent.
J	Japanese	Persons of Japanese descent.
K	Korean	Persons of Korean descent.
L	Polynesian	Persons of Polynesian descent.
Q	Other Pacific Island descent	Persons from the Pacific Islands and their descendants not delineated separately as Melanesian, Micronesian, and Polynesian.
S	Latin American with Hispanic descent	Persons from Central and South America and their descendants who have Spanish heritage.
V	Vietnamese	Persons of Vietnamese origin and their descendants.
W	Micronesian	Persons of Micronesian descent.
X	Other	A member of an ethnic group not included above.
Z	Unknown	Self-explanatory.

Note 10. Enter the six-character Unit Identification Code in card columns 71 through 76 (applicable to USAR unit members).

Table 2
Instructions for AG-601 Status Record for Reserve Component Officers Eligible for Promotion Consideration (RCS AG-601 (R1))—Unit Promotion

<i>Item</i>	<i>Card Column</i>	<i>Code</i>	<i>AR No.</i>	<i>Type Bar Interpreted</i>
Name	1-18	600-2-	1-18
Military Personnel Class	19	-42	680-29	21
Social Security Identification	20-28	600-2-	23-31
Grade Code	29	-29	680-29	34
Basic Branch	30-31	102	680-29	37-38
Duty Detail Branch (Note 1)	32-33	102	680-29	41-42
Sex	34	-68	680-29	45
Date of Birth:	600-2-
Year	35-36	48-49
Month	37-38	51-52
Day	39-40	54-55
Command Code (Note 2)	41-42	1-2L
Qualification Code (Note 3)	43-44	5-6L
Position Vacancy (Note 4)	45-56	9-20L
Organization	57-74	23-41L
Blank (Note 5)	75-78
Recommended Code (Note 5)	79-80

Note 1. Punch and Interpret only when officer has been officially detailed to a branch other than the basic branch.

Note 2. Data will be punched and interpreted by reporting commands as follows:

a. CONUS Armies will use the following codes plus a one character alphanumeric code to identify the ARCOM or GOCOM having jurisdiction over the Reservist's unit.

<i>Army</i>	<i>Code</i>
First US Army	1
Fifth US Army	5
Sixth US Army	6

b. Oversea commands will use the following codes:

<i>Command</i>	<i>Code</i>
USAREUR	E1
WESTCOM	P1
172d Infantry Bde Alaska	A1

c. RCPAC will use U1.

Note 3. Punch and interpret only when officer is not qualified to be selected for promotion. The following codes apply:

NE Not qualified—Required military education not completed.

MN Not qualified—Mandatory promotion passover.

Note 4. Punch and interpret position vacancy only on electronic accounting machine (EAM) cards pertaining to the officer who is recommended to fill the position. Position vacancy will not be punched in EAM cards pertaining to eligible officers who have not been recommended to fill the position. Only two cards will be submitted for each eligible officer, regardless of the number of vacancies for which the officer may be considered. When a Commander recommends an officer to fill a vacancy, and the selection board chooses another officer, CONUS Army Headquarters will punch the vacancy in the card.

Note 5. Reserved for use by CONUS Army Headquarters only.

Appendix A MILITARY EDUCATION CODES

A-1.

Military education requirements are listed in paragraph 2-6 and table 2-2, AR 135-155.

A-2.

Use the codes shown below for encoding military education on the AG-601 status record. These codes have been established to reflect the highest level of military education attained through successful completion or the award of constructive or equivalent credit. Do not use military education codes contained in other directives.

Table A
MILITARY EDUCATION CODES

Code	Military Education Courses
Ø1	National War College
Ø2	Industrial College of the Armed Forces (Completion of 10-month resident course at the National Defense University) (1,890 hours)
2A	National Security Management Seminar Program (486 hours)
2B	National Security Management Correspondence Program (360 hours)
Ø3	Army, Navy, or Air War College (10-month Resident Course or Army War College Resident/Nonresident Course)
Ø4	Armed Forces Staff College, US Air and US Marine Corps Command and Staff Colleges, US College of Naval Command and Staff, or US Army School of the Americas (resident only)
5A	US Army Command and General Staff College (Diploma awarded) 1—Equivalent credit granted for Combined Arms and Services Staff School resident instruction
5B	Selective Service Extension Courses I through VIII
5D	Completion of constructive or equivalent credit for one of the following: 1—Fifty percent of the Command and General Staff College (CGSC) or alternate to CGSC (Judge Advocate General's Corps/ Army Medical Department/Chaplain Reserve Component General Staff Course (JAG/AMEDD/ CRCGSC)) 2—Logistics Executive Development Course 3—All five phases of the Associate Logistics Executive Development Course
5E	Selective Service Extension Courses I through V
5F	Completion of JAG/AMEDD/CRCGSC alternate to CGSC
5G	Completion of the Industrial College of the Armed Forces National Security Management Course (for Staff Specialists Branch Officers assigned to Selective Service only)
6A	Completion of the Officer Advanced or Career Course as follows: (Use Code 6G when the individual receives authorized constructive credit for Branch Officer Advanced or Career Course.) 1—Officers Regular Advanced Course 2—Officers Career Course 3—Officers Advanced or Career nonresident or combination resident-nonresident course (includes USAR School Course) 4—Officer Mobilization Advanced Course 5—Advanced or Career Officer Course taught in the Intelligence Training Army Area Schools 6—Officers Associate Advanced Course 7—Officers Associate Career Course
6B	Selective Service Extension Courses I through III
6C	Completion of 50 percent of the Officers Advanced or Career Course
6D	Selective Service Extension Courses I and II
6E	Completion of management courses prescribed by the Selective Service System and 50 percent of any Officers Advanced Branch Course (for Staff Specialists Branch Officers assigned to Selective Service only).
6F	Completion of any Officers Basic Branch Course and Phase I of the Selective Service Correspondence Course (for Staff Specialists Branch Officers assigned to Selective Service only).
6G	Denotes the award of constructive credit that is equivalent to Branch Officer Advanced or Career Course. Credit must be authenticated by official correspondence from the applicable school.
AA	Warrant Officer Senior Course
Ø7	Officer Basic Course (Completion or constructive or equivalent credit for any of the following): 1—Basic Officers Regular Course 2—Basic Officers Associate Course

Table A
MILITARY EDUCATION CODES —Continued

Code	Military Education Courses
	3—Officers Company/Battery Course
	4—Officers Branch Orientation Course
	5—Officers Branch Familiarization Course
	6—Officers Mobilization Basic Course
	7—Regular Branch Material Officers Candidate Course (OCS). (Does not include National Guard State OCS or Special OCS of 9 and 11 weeks conducted at the Infantry and Artillery Schools.)
	8—Officers Nonresident, combination Resident/Nonresident Company Battery, or Orientation/ Familiarization Course (Includes USAR School Course.)
	9—Intelligence or Security Officers Specialist Course
	10—Equivalent credit granted for Civil Affairs Basic Course for completion of three phases of Civil Affairs Officer Advanced Course (One phase must be branch material.)
Ø	Specialist Courses
Ø	Negative or not enrolled at present time

Notes:

Codes 2A or 2B average 23% of the Industrial College of the Armed Forces resident course (ICAF) and is not an equivalent to ICAF.

**Appendix B
CIVILIAN EDUCATION CODES**

Use the codes shown below to record the highest civilian educational level attained by the individual (Code Number 100, AR 680-29).

**Table B
CIVILIAN EDUCATION CODES**

Data Code	Meaning
1	Grammar school (8 years or less of elementary School).
2	1 year high school (9th grade).
3	2 years high school (10th grade).
4	3 years high school, also 4 years if individual did not graduate.*
5	High school graduate.*
A	3 years high school (11th grade).
B	4 years high school; did not graduate.
C	Currently in 4th year of high school; high school senior.
D	High school diploma graduate, regardless of number of years completed.
E	General Education Development (GED); high school level.
6	1 year college.
7	2 years college.
8	3 years college, also 4 years if individual did not graduate.
9	College graduate.
J	MA or MS degree.
K	Ph.D degree.
L	Other professional degree beyond college.
M	Graduate work of 1 year or more but no graduate degree.

Notes:

*Codes are obsolete as of October 1978. However, these codes will not be converted in existing records.

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