OFFICE SYMBOL 21 June 2018

MEMORANDUM FOR Chief, SMTC (ARNG-PEC-SMT) Camp Joseph T. Robinson, BLDG 3400, North Little Rock, AR 72199-9690

SUBJECT: Request for Exception to Policy or Line Score Waiver

1. References:

a. Memorandum, Strength Maintenance Training Center (SMTC) Non-Career Recruiter (NCR) Course Prerequisites, 25 June 2018.

b. DA Pam 611-21, <https://milsuite.mil/book/groups/smartbookdapam611-21>.

2. IAW paragraph 3h, an ETP/LSW is requested for [Soldier name].

3. [Soldier name] has met the following requirements to be considered for course enrollment.

1. [Enter qualifications]
2. [Enter qualifications]

4. This Soldier would be a contributing member of ARNG RRF and this command recommends approval for this exception.

5. Point of contact for this action is [insert POC information].

COMMANDER NAME

RANK, BRANCH

Recruiting and Retention Commander