



NATIONAL GUARD BUREAU  
111 SOUTH GEORGE MASON DRIVE  
ARLINGTON VA 22204-1373

ARNG-HRR

21 September 2020

MEMORANDUM FOR Army National Guard (ARNG) Recruiting and Retention Force (RRF)

SUBJECT: SMOM 20-062, Clarification of Qualifications for Career Management Field (CMF) 68

1. Reference.

a. Army Regulation 601-210, Regular Army and Reserve Components Enlistment Program, 31 August 2016.

b. Department of the Army Pamphlet 611-21, Military Occupational Classification and Structure.

2. The purpose for this message is to clarify enlistment qualifications for transcript requirements, law violations, drug and alcohol use, and exceptions to policy (ETP) for applicants enlisting in the 68 series Military Occupational Specialty (MOS).

3. The grade requirement is determined by the proponent. A key from the school will suffice if the grading key is not on the transcript. The school must state the letter grade the student received and the corresponding number grade within an official high school letter. Forward transcripts and letter from the school to the Accessions Suitability Office (ASO) for an exception to continue processing. Any situations not meeting the requirement of this message will be sent to ASO via GCRC for further clarification or can be reviewed and validated by the BN ESS. The percentage of grades for two or more terms cannot be averaged. Refer to reference 1b for specific numerical percentage required per MOS.

4. Law violations (applies to all CMF 68).

a. No history of a felony conviction.

b. No conviction history of crimes involving:

(1) An out of hospital patient or a patient or resident of a medical care facility.

(2) Financial exploitation of a person entrusted to a care of the applicant.

(3) Any weapons/ammunition/explosives/arson charges.

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(4) Violence against persons, animals or property.

(5) Sexual misconduct.

(6) No record of conviction by special or general courts-martial or civilian courts of offenses listed in AR 27-10 (Military Justice), chapter 24 or otherwise required to register as a sexual offender under AR 27-10, chapter 24.

5. Drug Usage (applies to all CMF 68).

a. No history of alcoholism, drug addiction, indiscriminate use of habit forming or dangerous drugs, or drug activity. Indiscriminate use is defined below:

(1) One time use of marijuana is not considered a disqualification.

(2) Use of marijuana within six (6) months of processing for enlistment is considered disqualifying.

(3) Use of marijuana 3 times or more is considered disqualifying.

b. Uncertain cases concerning marijuana or other drug use will be forwarded to via workflow. ASO will forward these cases to the proponent for determination.

6. Alcohol Usage (applies to all CMF 68).

a. No history of alcoholism, and/or addiction. Indiscriminate use or Alcohol abuse is defined as a pattern of drinking that results in significant and recurrent adverse consequences.

b. Alcohol related charges:

(1) Alcohol charges listed in figure 4-2, of AR 601-210, chapter 4-9 are not considered to be disqualifying if it is a singular instance and 6 months have elapsed since charged.

(2) Alcohol charges listed in figure 4-3, of AR 601-210, chapter 4-10 are not considered to be disqualifying if it is a singular instance and 12 months have elapsed since charge (excluding MOS 68W and 68C).

c. Uncertain cases concerning alcohol charges will be forwarded to ASO via workflow. ASO will forward these cases to the proponent for determination.

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d. Any potential applicant requesting MOS 68W or MOS 68C, who has been charged with a DUI regardless of disposition will be forwarded to ASO via workflow. ASO will forward these cases to the proponent for determination. This is due to the fact, 68W and 68C require licenses to be achieved and maintained.

7. Point of contact for this memorandum is Mr. Gregory C. Williamson at (502) 684-3245 or [gregory.c.williamson.civ@mail.mil](mailto:gregory.c.williamson.civ@mail.mil).

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RONALD D. HOGSTEN  
LTC, AG  
Chief, Strength Maintenance Division  
Army National Guard