

United States Army Student Detachment Green to Gold Out-Processing



SERVICE MEMBER INFORMATION		
Name: Last, First MI	Rank:	Date Packet Submitted: _____
MANDATORY DOCUMENTS:		
<input type="checkbox"/> Permanent Change of Station (PCS) orders and amendment(s) (if applicable)		
<input type="checkbox"/> DA Form 71, Jul 1999 (Oath of Office – Active Duty)		
<input type="checkbox"/> Current Soldier Records Brief (SRB)		
<input type="checkbox"/> Service Members’ Group Life Insurance Election & Certificate (use SGLI Online version)		
<input type="checkbox"/> DD Form 93, Record of Emergency w/Signature		
<input type="checkbox"/> Mailing information for DD Form 214		
<input type="checkbox"/> DD Form 4-1 and DD Form 4-3 Enlisted/Reenlistment Contract		
NOTE: Scan forms and save as out-processing, then submit to usarmy.jackson.93-sig-bde.mbx.ltb-usasd-green-to-gold@mail.mil . Call 803-751-6467 for information.		
<div style="display: flex; justify-content: space-between; align-items: center;"> ↓ FOR USE BY GREEN TO GOLD HR PERSONNEL ONLY ↓ </div>		
DATE PACKET RECEIVED:		
DATE PACKET SENT TO TRANSITION:		
DATE PROCESSED IN MILPAY SYSTEM:		
DATE DOCUMENTS UPLOADED TO IPERMS :		
DATE SOLDIER DEPART IN eMILPO:		