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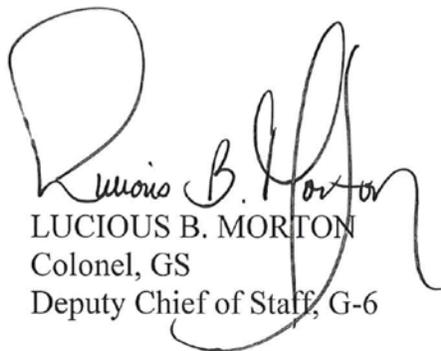
Training

**ADVANCED INDIVIDUAL TRAINING PLATOON SERGEANT PROGRAM
(AITPSGP)**

FOR THE COMMANDER:

OFFICIAL:

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History. This publication is a new United States Army Training and Doctrine Command (TRADOC) regulation.

Summary. This regulation prescribes policies and procedures and establishes responsibilities for managing the Advanced Individual Training Platoon Sergeant Program (AITPSGP).

Applicability. This regulation applies to all Centers of Excellence and activities authorized AITPSGs.

Proponent and exception authority. The proponent of this regulation is the TRADOC Initial Military Training Center of Excellence (IMT-CoE), (ATCG-MT), 11 Bernard Road, Fort Monroe, VA 23651. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority in writing, to a division chief with the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal

officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through higher headquarters to the policy proponent.

Management and control process. This regulation contains management control provisions in accordance with AR 11-2, but it does not identify key management controls to evaluate.

Supplementation. Supplementation of this regulation and establishment of command and local forms is prohibited without prior approval from the TRADOC Deputy Commanding General, Initial Military Training (DCG, IMT) (ATCG-MT), 11 Bernard Road, Fort Monroe, VA 23651.

Suggested improvements. The proponent for this regulation is the Leader Development Training & Training Support (LDT&TS) Division, Training Support & Schools Directorate (TSSD), IMT-CoE. Send comments and suggested improvements on Department of the Army (DA) Form 2028 (Recommended Changes to Publications and Blank Forms) to Director, LDT&TS (Victory University) Building, 3300 Magruder Avenue, Fort Jackson, SC, 29206. Suggested improvements may also be submitted using DA Form 1045 (Army Ideas for Excellence Program (AIEP) Proposal).

Distribution. This publication is available solely on the TRADOC homepage at <http://www.tradoc.army.mil>.

Contents

	Page
Chapter 1 Introduction	4
1-1. Purpose	4
1-2. References	4
1-3. Explanation of abbreviations and terms	4
1-4. Responsibilities.....	4
Chapter 2 AIT Platoon Sergeant Program Administration	6
2-1. Scope	6
2-2. Entry into the AITPSGP	6
2-3. AITPSG candidate prerequisites	7
2-4. Qualification criteria.....	8
2-5. AITPSG tour of duty	9
Chapter 3 AIT Platoon Sergeant Course Administration	10
3-1. New-Start Program	10
3-2. Removal of AITPSG candidates from the AITPSGC	10
3-3. Removal from the AITPSGP	11
3-4. Platoon Sergeant assignment, use, and tour of duty	14
3-5. Annual AITPSG certification	15
3-6. AITPSG assignment ratios	15
3-7. AITPSG/candidate/AITPSGC instructor uniform requirements	15
Chapter 4 AIT Platoon Sergeant of the Year Program	16
4-1. Eligibility criteria.....	16
4-2. Selection procedures.....	16
4-3. Duties of the TRADOC PSOY.....	17
4-4. Status of installation AIT PSOYs not selected as TRADOC AIT PSOY	17
4-5. Types of awards.....	17
Appendix A References	18
Section I Required Publications.....	18
Section II Related Publications.....	18
Section II Referenced Form	19
Appendix B AITPSG Resilience Program.....	19
B-1. Applicability	19
B-2. Purpose.....	19
B-3. General.....	19
B-4. Procedures.....	19
B-5. General Guidelines.....	19
B-6. Religious support component	20
B-7. Medical Component.....	20
B-8. Other classes/appointments.....	21
Glossary	22
Section I Abbreviations.....	22
Section II Terms.....	23

Chapter 1

Introduction

1-1. Purpose

This regulation establishes objectives, policies, and responsibilities for training and use of advanced individual training platoon sergeants (AITPSG) and AITPSG candidates for the Army as prescribed by the U.S. Army Training and Doctrine Command (TRADOC).

1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

1-4. Responsibilities

a. The U.S. Army Human Resources Command (HRC), Enlisted Personnel Management Directorate, TRADOC Branch, is responsible for—

- (1) Developing assignment policy for AITPSG candidates and AITPSGs.
- (2) Serving as the approval authority for AITPSG application requests.
- (3) Approving AITPSG extensions.
- (4) Managing the number of AITPSGs needed to support the TRADOC mission.

(5) Coordinating with Career Management Field (CMF) Personnel Proponent Offices regarding AITPSG ratios concerning their CMFs, while establishing a reasonable treatment policy to task for AITPSGs.

- (6) Conducting background screenings for all AITPSG candidates.

b. Headquarters (HQ), TRADOC.

- (1) Deputy Chief of Staff (DCS) for G-1/4 will—

(a) Coordinate with HRC to ensure AITPSG selection for personnel fills of AITPSG positions.

(b) Establish female requirements for AITPSG ratios and military occupational specialty (MOS).

- (c) Respond to requests for exceptions to policy on the assignment and use of AITPSG.

(2) Initial Military Training Center of Excellence (IMT-CoE) (through Victory University) will coordinate the annual training requirements (via the Army Training Requirements and Resource System (ATRRS)) for the AITPSG Course (AITPSGC) in coordination with HRC and Leader Development Training & Training Support (LDT&TS) Division.

(3) IMT-CoE Command Sergeant Major (CSM) will conduct the annual advanced individual training (AIT) Platoon Sergeant of the Year (PSOY) competition in accordance with (IAW) chapter 4 of this regulation.

c. The Deputy Commanding General (DCG), IMT, through the Director, LDT&TS Division (Victory University) as the TRADOC proponent for the AITPSGP, will—

(1) Write, update, and approve the contents of this regulation.

(2) Write, publish, and update the content and execution of the AITPSGC program of instruction (POI).

(3) Identify the critical tasks that must be accomplished by AITPSGs.

(4) Serve as proponent for the skill qualification identifier (SQI) "Y".

(5) Respond to requests for exceptions to policy that this regulation establishes, excluding those pertaining to personnel actions.

(6) Establish a resilience program for AITPSGs.

(7) Manage the operation of the AITPSGC and conduct training IAW this regulation and AITPSGC POI.

(8) Confirm that AITPSG candidates meet the prerequisites prior to beginning the AITPSGC and remove those candidates identified as unqualified arrivals.

(9) Initiate action to remove candidates from the AITPSGC when required.

(10) Complete DA Form 1059 (Service Course Academic Evaluation Report) for all PSGs, upon completion of or removal from the AITPSGC, IAW AR 623-3 and DA PAM 623-3. Unqualified arrivals do not require DA Form 1059.

d. CoE commanders/service course commandants will—

(1) Ensure AITPSGs meet requirements of this regulation.

(2) Manage assignment and utilization of AITPSGs (see para 3-4, below).

(3) Ensure personnel attend the AITPSGC class date specified on their orders. Obtain approval from HRC prior to deviating from personnel orders to attend a specific AITPSGC class.

(4) Take action, IAW this regulation, to remove AITPSGs from the AITPSGP.

(5) Make recommendations to HRC for reconsideration of personnel removed from the AITPSGC.

(6) Direct brigade commanders to establish a flexible cadre/platoon sergeant (PSG) Resilience Program, based upon each brigade commander's guidance and mission, equipment, time, and troops, which allows all AITPSGs to have a break and rejuvenate upon completion of the first and second year as a PSG.

(7) Ensure brigade CSMs conduct interviews with AITPSG when there is a request to extend, or they are involuntarily extended for a third year of duty in the AITPSGP.

Chapter 2

AIT Platoon Sergeant Program Administration

2-1. Scope

a. HRC may involuntarily select Soldiers or Soldiers may volunteer for AITPSG duty. AITPSGs are authorized only for the specific purpose of training—

(1) Soldiers undergoing AIT.

(2) AITPSG candidates at AITPSGC (Victory University).

b. During the initial orientation at the AITPSGC, AITPSG candidates will be asked to provide the Commanders Checklist and Mental Evaluation to ensure no Type I or Type II Reports of Unfavorable Information exist within the previous 5 years. Forms will be forwarded to HRC (KNOX-HRC-EPD-D). If a Soldier indicates possible misconduct that could be a disqualifier from AITPSG duty, HRC will make the final determination and notify the AITPSGC if the Soldier will be removed from the course.

c. Soldiers who fail to provide completed Commanders Checklist and Mental Evaluation are subject to further background screening and/or removal from the AITPSGC. HRC (KNOX-HRC-EPD-D) will make the final determination and notify the AITPSGC if the Soldier will be removed from the course.

2-2. Entry into the AITPSGP

a. An AITPSG candidate is a noncommissioned officer (NCO) that HRC identifies and notifies for attendance at the AITPSGC.

b. AITPSG candidates from all career fields are considered for selection and assignment into the AITPSGP. All AITPSG candidates must meet the requirements outlined in paragraph 2-3 below.

2-3. AITPSG candidate prerequisites

a. AITPSG candidates must meet the following prerequisites:

(1) Have a commander's evaluation by a lieutenant colonel (LTC) or higher. Commander (LTC or higher) will personally interview the Soldier (this may not be delegated) and ensure Soldier meets the prerequisites. Commanders will consider the "whole Soldier" when making their recommendation. Input should include, but is not limited to: demonstrated leadership ability and potential, physical fitness, character/integrity, the Soldier's ability to perform in stressful situations, and any incidents of abuse. All negative evaluations must include a full explanation.

(2) Be physically fit (maximum profile guide is 111221); however, some conditions may be allowed via waiver; meet body composition requirements in AR 600-9, and be able to pass the Army Physical Fitness Test (APFT) upon arrival at AITPSGC. Substitution of APFT events is not permitted.

(3) If age 40 years or older, must have the appropriate medical clearance (see AR 40-501) at the time of request. Medical clearance should state that Soldier is medically cleared for AITPSG duty.

(4) Have no record of emotional instability as determined by screening of health records and clinical evaluation by competent mental health officer. (NCOs initially receiving a negative behavioral health evaluation, that is subsequently reversed by a competent, licensed, doctoral-level mental health provider, may be renominated for AITPSG duty). Positive evaluation must be from a licensed, doctoral-level mental health provider. This applies to all Army Soldiers.

(5) Have no speech impediment.

(6) Be a high school graduate or possess the general education development equivalent.

(7) Display good military bearing.

(8) Have demonstrated leadership ability during previous tours of duty and have demonstrated capability to perform in positions of increasing responsibility.

(9) Have had no court-martial convictions.

(10) Have no record of disciplinary action, to include letters of reprimand, or time lost under 10 USC 972 during current enlistment or in last 5 years, whichever is longer.

(11) Hold the rank of staff sergeant (SSG) through sergeant first class (SFC). SSG must have a minimum of 2 years time in grade and be a graduate of the Advanced Leaders Course (waivered by HRC only).

(12) Have a minimum of 5 years total active Federal service. SSG candidates must also have a minimum of 2 years time in grade.

b. Background screening.

(1) Background screenings (conducted by HRC) determine Soldiers' suitability to serve in sensitive duty positions. Processes and criteria for background screenings and security clearances are independent and unique. Background screenings have no relationship to nor do they impact security clearances. Consequently, a Soldier who possesses a top secret clearance may not be cleared during the background screening process.

(2) All AITPSG candidates will have a thorough background screening completed by their component's background screening authority prior to reporting to AITPSGC. However, on a case by case basis, the Director, Enlisted Personnel Management Directorate (EPMD), may authorize an AITPSG candidate to begin training at the AITPSGC based on a favorable interim screening determination, while a final background screening report is pending. Interim screening approval is for the purpose of attendance at the AITPSGC only.

(3) Soldiers granted interim screening approval will not be assigned or authorized to perform duties as an AITPSG until a favorable background screening determination has been completed. Soldiers assigned to and attending AITPSGC based on interim background screening, who later receive a final background screening disqualification for such duty may be reassigned. Authority for reassignment determination or waiver for Soldiers in this category is the Director of Enlisted Personnel, HRC.

2-4. Qualification criteria

a. Soldiers stationed outside the continental United States (OCONUS) may submit application no earlier than 14 months and no later than 10 months prior to their date eligible for return from overseas.

(1) A curtailment of OCONUS tour for the sole purpose of entry in the AITPSGP will not be granted.

(2) Soldiers selected, and in receipt of assignment instruction for the AITPSGP will not be extended OCONUS.

b. Soldiers based in the continental United States (CONUS) must complete at least 16 months at their current installation prior to submitting an application. Soldiers will not have a permanent change of station until completion of at least 24 months time on station. However, as an exception, Soldiers may submit an application earlier when they are assigned to an installation where AITPSG positions are authorized.

c. Soldiers must successfully complete the Army AITPSGC at Fort Jackson prior to performing AITPSG duties.

(1) Soldiers based in the CONUS will attend the AITPSGC in a temporary duty (TDY) and return status.

(2) Soldiers returning from OCONUS will be assigned to the installation where they will serve as an AITPSG and will attend the course in a TDY and return status.

(3) HRC will schedule Soldiers in ATRRS to attend the Master Resilience Training Course (MRTC) immediately following AITPSGC. For those AITPSGC classes that do not have an MRTC class immediately following (for example, an AITPSGC class conducted just before holiday block leave), units must send AITPSGs to MRTC within 180 days of assignment.

2-5. AITPSG tour of duty

a. Upon successful completion of the AITPSGC, Soldiers will—

(1) Be awarded SQI "Y".

(2) Incur a 24-month obligation for AITPSG duty. The 24-month obligation begins on the actual reporting date to the gaining unit. Soldiers must take appropriate action to meet the length of service requirement prior to attending the course (see AR 614-200, Table 3-1, Rule 4).

b. All AITPSGs will be stabilized for 24 months. The stabilized tour will begin the month the Soldier reports to the AITPSG position (gaining unit), and will terminate 24 months later on the last day of the month from the actual reporting day. (Ex: if start date is 20070113, termination date will be 20090131). AITPSGs can request up to a 12-month extension on a one-time basis, for a total tour of duty not to exceed 36 months. HRC (KNOX-HRC-EPD-D) is the approval authority for all requests. Normally, the AITPSG tour will not exceed 36 months; however, some conditions may be allowed via waiver approved by HRC.

c. Soldiers will normally serve only one tour as an AITPSG.

d. The AIT PSOY will be assigned to HQ, IMT-CoE, Fort Eustis, VA.

e. Reassignment after a tour of AITPSG duty outside the Soldier's primary MOS/career progression MOS is prohibited.

f. AITPSGs who are selected for promotion to master sergeant (MSG) will continue to serve in authorized AITPSG positions until the last day of the month prior to promotion. AITPSG candidates who have already started or graduated from AITPSGC when selected for promotion to MSG will continue to comply with AITPSG AIs.

Chapter 3

AIT Platoon Sergeant Course Administration

3-1. New-Start Program

- a. HRC will approve/coordinate with the Director, LDT&TS (Victory University) for new-start candidates who fail to achieve course standards.
- b. Candidates that miss training due to emergency leave or hospitalization, and do not complete the course with the initial class, become new-starts in the next available class.

3-2. Removal of AITPSG candidates from the AITPSGC

- a. AITPSG candidates removed from the AITPSGC may remain in the AITPSGP, be considered for AITPSG duty in the future, and given a new AITPSGC class date.
- b. The LDT&TS Director is the designated approval authority to remove candidates from the AITPSGC. Primary reasons for removal from the course are:
 - (1) Arriving unqualified to the AITPSGC (Soldiers not meeting the course prerequisites, such as failure to pass the entrance APFT, not meeting body composition requirements in AR 600-9, or arriving with a temporary or permanent profile).
 - (2) Academic failure.
 - (3) Temporary medical reasons that will prevent the Soldier from completing the AITPSGC in the specified time.
 - (4) Failure to maintain high standards of military appearance, courtesy, bearing, conduct, and professionalism.
 - (5) Administrative issues, such as emergency leave.
 - (6) Infractions of training policies or violations of the Uniform Code of Military Justice (UCMJ).
 - (7) Lack of proper motivation, provided individual counseling has been unsuccessful.
 - (8) Hardship or Family problems that prevent the Soldier from completing the AITPSGC.
- c. Procedures for removal action.
 - (1) The LDT&TS Director evaluates all candidates recommended for removal from the AITPSGC (the director can delegate this authority to the deputy director). In cases where the director determines that removal is warranted, the following procedures apply:

(a) Notify the candidate in writing of the proposed action, basis for the action, consequences of disenrollment, and right to appeal. Candidates must submit an appeal within 48 hours to the Director, Training Support & Schools Directorate.

(b) Receive an endorsement from the candidate that acknowledges a counseling session was held and an elimination notice was received. The endorsement also must indicate the candidate's intent with regard to appeal.

(c) Refer all adverse academic evaluation reports (AERs) to the student with memorandum for acknowledgement and comment.

(2) Candidates should remain in training until the approval authority notifies the course manager of the final decision. Remove candidates from training if they are disruptive and interrupt an environment conducive to learning, or elect not to appeal the dismissal.

(3) Return NCOs removed from the AITPSGC to their units. The LDT&TS Director will notify the AITPSG candidate's command with a letter that specifies the reasons for removal.

(4) The LDT&TS Director will submit a copy of the removal packet for every candidate removed from the AITPSGC to Commander, HRC, ATTN: KNOX-HRC-EPD-D, 1600 Spearhead Division Avenue, Fort Knox, KY 40121.

3-3. Removal from the AITPSGP

a. CoEs, separate brigade, and/or appropriate equivalent commanders may remove Soldiers from the AITPSGP (while in candidate status or while assigned to AITPSG duties). The minimum removal authority is colonel-level command. Commanders may delegate this authority to subordinate commanders or deputy commanders/commandants in the grade of colonel or higher, including commanders/commandants of other services. Any of the following represent reasons for removal:

(1) Arriving unqualified to the AITPSGC (Soldiers not meeting the course prerequisites, such as failure to pass the entrance APFT, not meeting body composition requirements in AR 600-9, or arriving with a profile).

(2) Failure to pass the APFT.

(3) Academic failure (AITPSGC).

(4) Administrative reasons: execution of a Declination of Continued Service Statement; separation due to end of term in service; promotion to MSG; or approved reclassification. All other administrative removals must be approved by the Director of Enlisted Personnel, HRC.

(5) Failure to maintain high standards of military appearance, military courtesy, bearing, conduct and/or professionalism—including noncompliance with body composition requirements in AR 600-9 and testing positive for drugs.

(6) Infractions of training policies or violations of the UCMJ.

(7) Lack of proper motivation, provided individual counseling has been unsuccessful, including failure to enter or complete the AITPSGC.

(8) Medical reasons, including pregnancy, when condition prevents the Soldier from performing AITPSG duties.

(9) Hardship or Family problems that prevent Soldier from performing AITPSG duties.

b. Soldiers in an AITPSG candidate status, or serving as an AITPSG, may submit applications for attendance to service courses such as Warrant Officer Candidate Course and Special Forces Assessment and Selection upon completion of 18 months of their stabilization period. If selected for attendance to these or any other service course, Soldier will receive a class date after termination of their AITPSG stabilization period. Soldiers may request a waiver of the stabilization period from HRC.

c. IAW AR 623-3, Soldiers released from a course of instruction through no fault of their own (such as medical or compassionate), approved retirement, or resignation from the service, will receive an AER, and item 11 will be left blank. The AER will not be referred and the circumstance will be fully explained in Item 14, "Comments," (DA Form 1059).

d. HRC (KNOX-HRC-EPD-D) is the removal authority for Soldiers who are stationed in CONUS and who become unqualified for AITPSG assignment/duties after graduation from AITPSGC and prior to departing current installation (other than AITPSG installation) on AITPSG assignment instructions. Request for removal will be forwarded through current installation command channels to HRC (KNOX-HRC-EPD-D) and will include recommendation (approval/disapproval) from the first commander in rank of colonel. Requests will include all supporting documentation as appropriate.

e. When a serious incident occurs requiring an investigation, the AITPSG will be temporarily reassigned. Mere occurrence of an incident or the conduct of an investigation is not intended to be a basis for removal from the program. Decisions on removal must be based on the circumstances or the completed investigation. Reports of removal are not required if Soldiers are cleared and returned to AITPSG duty. (Soldiers who are pending removal or who are temporarily suspended from duties pending completion of investigation will be counted in total (assigned) AITPSG strength.) When Soldiers are removed from the AITPSGP, they will—

(1) Be removed from the course or unit.

(2) Be assigned other duties at the installation (if possible).

(3) Have SQI "Y" removed for reasons listed above.

f. Soldiers removed from the AITPSGP for pregnancy will receive AIs to report back to AITPSG duties or course, as applicable, normally 6 months after anticipated delivery, unless Soldier had completed 12 months or more of AITPSG status when removed.

g. Removal packets are required when Soldiers are removed from the AITPSGP. As a minimum, the following must be included:

(1) Letter of intent to remove.

(2) Soldier's acknowledgment statement or a statement by removal authority as to why acknowledgement statement is not included.

(3) Soldier's rebuttal statement, if provided.

(4) All chain of command correspondence.

(5) Approval correspondence signed by approval authority with removal paragraph and reason cited.

(6) Justification—copies of formal counseling, Article 15, Court Martial orders, temporary or permanent physical profiles (when pregnancy is reason include expected delivery date), as applicable.

(7) Copy of orders revoking SQI "Y" (when applicable).

h. Soldiers removed from the AITPSGP for reasons listed above, when medical profile is permanent or is based on mental evaluation, are not eligible for reentry in the program.

i. The appeal and reinstatement approval authority for AITPSGs removed from the AITPSGP will be no lower than the first general officer in the Soldier's chain of command and will always be a general officer higher in grade than the designated removal authority.

j. Appeals to AITPSG removal actions must be acted upon and final decision provided to HRC (KNOX-HRC-EPD-D) within 20 calendar days from the date of the Soldier's removal from the AITPSGP. An appeal that is not acted upon within the allotted time period must be forwarded to the CG, HRC for action. Appeals that must be acted upon by the CG, HRC must be submitted within 20 calendar days of the date the Soldier was removed from the AITPSGP.

k. When removal from the AITPSGP is HRC directed, the DCS, G-1 will act as the appeal and reinstatement authority. These appeals must be submitted to the DCS, G-1 (DAPE-MPE) within 20 calendar days from the date of the Soldier's removal.

l. Appeals submitted to the CG, HRC and the DCS, G-1 must be processed through the highest general officer on the installation who is an appeal authority and is in the Soldier's chain of command.

3-4. Platoon Sergeant assignment, use, and tour of duty

a. Unit commanders will ensure the AITPSG has no issues that would prevent successful completion of an AITPSG tour of duty (that is, personal, financial, or medical). If in the opinion of the unit commander, a AITPSG candidate is not prepared to attend AITPSGC as scheduled (for example, prospective APFT failure, a limiting physical profile, overweight, etc.), the commander will arrange for class deferment with HRC, EPMD, Detailed Assignment Branch.

b. Senior mission commanders have the option to assign a AITPSG candidate to a training unit. The AITPSG candidate must meet the following requirements during their assignment:

(1) Assign a serving AITPSG to sponsor the AITPSG candidate to monitor their activities in the unit as well as help them prepare for the AITPSGC. The AITPSG candidate will spend the maximum amount of time preparing for the AITPSGC, closely observing unit training, and participating in as many training activities as possible. If time allows, the sponsor will assist the AITPSG candidate with completing the appropriate certification requirements applicable to the installation before attending the AITPSGC (for example, range certification, mail handler, driver's safety, etc.). The sponsor will also check the candidate's progress while in the AITPSGC.

(2) Do not, at any time, place the AITPSG candidate in positions that allow total control and responsibility for initial entry training (IET) Soldiers. This includes, but is not limited to, marching Soldiers, counseling Soldiers, or acting in the capacity of a primary instructor. Furthermore, do not use the AITPSG candidate in the following capacities listed below. However, the AITPSG candidate may accompany a serving AITPSG (sponsor) in the performance of these duties:

- (a) Charge of quarters.
- (b) Staff duty NCO.
- (c) Sergeant of the guard.
- (d) Commander of the relief.
- (e) Funeral detail NCO.

c. Assign and use AITPSG only in authorized AITPSG positions; if a AITPSG is moved into a non-AITPSG position, HRC will be notified immediately. AITPSGs will not perform major additional duties that divert them from their primary duties of an AITPSG. Additional company duties such as physical security NCO or equal opportunity representative are authorized.

d. A unit without an assigned first sergeant (1SG) may temporarily appoint an AITPSG to act in the 1SG position, for a period not to exceed 90 days. However, the AITPSG must maintain their primary position as an AITPSG.

e. Successful graduates of AITPSGC incur a 24-month obligation for AITPSG duty. Soldiers must take appropriate action to meet the length of service requirement prior to attending the AITPSGC.

f. The tour of duty as an AITPSG normally will not exceed 36 months. AITPSGC instructors have the option to extend for an additional 6 months beyond the current maximum of 36 months, not to exceed a total of 42 months.

3-5. Annual AITPSG certification

Unit commanders will ensure AITPSGs are evaluated and certified on local PSG requirements (including commandant-mandated Warrior Tasks and Battle Drills (WTBDs)). In addition, train and certify AITPSGs whenever common core requirements change (that is, changes to the TRADOC AITPSGC POI, changes to TR 350-6, changes to commandant-mandated WTBDs, etc.).

3-6. AITPSG assignment ratios

- a. AIT. AITPSG to Soldier ratio is 1:40.
- b. AITPSGC. AITPSGC instructors to student ratio is 1:8.

3-7. AITPSG/candidate/AITPSGC instructor uniform requirements

a. AITPSG candidates are issued the Army Service Uniform (ASU) at the Fort Jackson Clothing Initial Issue Point (CIIP) upon graduation from AITPSGC. This will occur until 30 Sep 2015, the ASU mandatory possession date. After this date, AITPSGs will be issued one each long-sleeve and short-sleeve shirt.

b. Two sets of ACUs (coat and trousers) and one pair of boots (hot weather, tan). The supplemental allowance is a one-time issue for NCOs who have served at least 6 months as an AITPSG. These items will be requested at the installation of assignment upon meeting the 6-month requirement. Items will be issued from the CIIP, if available, or the Army Military Clothing Sales Store.

- c. The physical training reflective vest is issued at the AITPSGC.
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Chapter 4

AIT Platoon Sergeant of the Year Program

4-1. Eligibility criteria

The DCG-IMT will select an AIT PSOY annually. As a minimum, nominees for PSOY must:

- a. Hold the rank of SSG or SFC.
- b. Be a graduate of the AITPSG Course.
- c. Have served 1 year on AITPSG status prior to selection and currently serving as an AITPSG as of the date of nomination.
- d. Have 1 year remaining on current enlistment or have a letter of extension approved.
- e. Pass an APFT (administered as part of the competition). Soldiers prohibited from taking an APFT due to a medical profile will not compete.

4-2. Selection procedures

- a. Each CoE or separate brigade commander authorized AITPSGs will conduct a board to select an installation AIT PSOY and submit the names IAW the annual DCG-IMT memorandum of instruction (MOI). Satellite installations will send their representative to a regional board conducted at the installation that holds proponentcy and as listed in the AIT PSOY MOI.
- b. The IMT-CoE CSM selects and convenes a board to determine the PSOY based on the following:
 - (1) The performance of each nominee before the board.
 - (2) The board's evaluation of the nominee's packet that their installation or organization provided. The AIT PSOY candidates will bring an updated enlisted record brief, and/or copy of any orders received not in their packet, along with a recent Department of Army (DA) photograph.
 - (3) The performance of each nominee on the APFT.
 - (4) The performance-oriented tests conducted as part of the competition.
- c. Based on the nominee's overall performance in the competition and the board's evaluation, the IMT-CoE CSM provides a recommendation for the AIT PSOY to the DCG-IMT for his approval.
- d. AIT PSOY candidates are terminated from the competition for the following:

- (1) Failing the APFT.
- (2) Not in compliance with AR 600-9.
- (3) Refusing to attempt the performance-oriented test.
- (4) Violation of the UCMJ.

Note: Members of the board consider each case referred, with recommendation to the IMT-CoE CSM for final disposition.

4-3. Duties of the TRADOC PSOY

The AIT PSOY will:

- a. Be available to perform special assignments for the DCG-IMT, when appropriate.
- b. Assist the United States Army Accessions Command in recruiting programs, as requested.
- c. Participate in IMT assistance/assessment visits.
- d. The AIT PSOY will relocate to the DCG-IMT HQ, Fort Eustis, VA, to fulfill the requirements of the PSOY for a minimum of 1 year.

4-4. Status of installation AIT PSOYs not selected as TRADOC AIT PSOY

Installation AIT PSOYs not selected as the TRADOC AIT PSOY will revert back to their previous AITPSG status.

4-5. Types of awards

- a. Senior mission commanders may award recognition, as they deem appropriate, consistent with current DA guidance.
 - b. The DCG-IMT will present appropriate awards to the AIT PSOY in a ceremony at Fort Jackson, SC.
 - c. Commanders will provide travel, lodging, and subsistence funds for their AIT PSOY.
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Appendix A
References

Section I
Required Publications

[AR 140-10](#)

Assignments, Attachments, Details, and Transfers

[AR 600-9](#)

The Army Weight Control Program

[AR 614-200](#)

Enlisted Assignments and Utilization Management

[AR 623-3](#)

Academic Evaluation Reporting System

[DA PAM 623-3](#)

Evaluation Reporting System

[TRADOC Reg 350-6](#)

Initial Entry Training (IET) Policies and Administration

TRADOC Reg 350-70

Systems Approach to Training Management, Processes, and Products

Section II
Related Publications

[AR 40-501](#)

Standards of Medical Fitness

[AR 350-1](#)

Army Training and Education

[AR 600-8-22](#)

Military Awards

[TRADOC Reg 350-10](#)

Institutional Leader Training and Education

Section II
Referenced Form

[DA Form 1059](#)

Service Course Academic Evaluation Report

DA Form 1045

Army Ideas for Excellence Program (AIEP) Proposal

DA Form 2028

Recommended Changes to Publications and Blank Forms

Appendix B
AITPSG Resilience Program

B-1. Applicability

This program is applicable to all units with AITPSGs assigned or attached who meet the criteria listed below.

B-2. Purpose

To provide guidance for the AITPSG Resilience Program.

B-3. General

The AITPSG Resilience Program is intended to provide all mid-tour and third-year AITPSGs the opportunity to spend quality time with their Family, attend various classes, update personal information and records, and undergo dental, medical, and mental evaluations.

B-4. Procedures

AITPSGs are an essential element of the training base and the management of their reception, orientation, development, and the use of their great talent is essential to our success.

B-5. General Guidelines

- a. AITPSGs will not perform charge of quarters or staff duty the weekend prior to or during the PSG Resilience Week.
- b. AITPSGs will have appointments made for them or they will have priority when attending to business on the installation during PSG Resilience Week.
- c. Every effort will be made to ensure all appointments are scheduled not later than 1300 in an effort to afford AITPSGs maximum time with their Family.
- d. AITPSGs will be given a 3 or 4-day weekend in conjunction with the scheduled week. They can choose to attend a Chaplain retreat during this time.

e. The AITPSGs Resilience Week will be conducted between the 10th and 14th month. Commanders can choose to conduct another AITPSG Resilience Week between the 22nd and 26th month for AITPSGs serving a third year.

B-6. Religious support component

a. The Unit Ministry Team (UMT) is the commander's executive agent in support of the AITPSG Resilience Program.

b. Training brigade commanders should coordinate with their UMTs to provide the following training for their AITPSGs:

(1) Suicide Prevention/Intervention Training.

(2) Family Enrichment Classes.

(3) Single Soldier Retreat.

(4) Marriage/Family Retreat. Retreats could include: Myers-Briggs Personality Traits training, Building Strong and Ready Families/Strong Bonds training, and/or Prevention and Relationship Enhancement Program.

B-7. Medical Component

a. Training brigade commanders should coordinate with their supporting medical treatment facility commanders to develop the medical component of the AITPSG Resilience Program. The coordination may be made through the IET health care committee (see TRADOC Regulation 350-6).

b. The medical components of the AITPSG Resilience Program should include:

(1) Individual medical readiness elements, to include:

(a) Periodic health assessment (annual).

(b) Well women's examination, as applicable (annual).

(c) Immunizations (especially influenza [seasonal], tetanus-diphtheria [every 10 years]).

(d) Hearing test (annual).

(e) Vision examination and status of protective mask inserts (every 3 years).

(f) Human immunodeficiency virus test (every 2 years).

(g) Confirm deoxyribonucleic acid specimen on file.

(2) Follow up on any health-related condition previously identified, especially if identified on a post-deployment questionnaire (DD Form 2796).

(3) Dental examination (annual).

(4) Global assessment tool (GAT), behavioral health education, and professional screening.

(a) Complete the GAT annually, via the Soldier Fitness Tracker at <https://www.sft.army.mil/>. Commanders can track their Soldiers' GAT completion status at <https://www.sft.army.mil/>.

(b) All AITPSGs should receive behavioral-health related briefings. The briefing should cover:

- Depression, post-traumatic stress disorder, stress management, and anger management.
- Be conducted by a professional behavioral health provider (psychiatrist, psychologist, or social worker) or a Chaplain.
- Emphasize the point that seeking help is a sign of strength, not of weakness.
- Include a means (questionnaire, observation, etc.) by which AITPSGs may be identified for follow-up interviews with behavioral health professionals, as necessary.

(c) AITPSGs who have returned from deployment anytime within the past 3 years should receive one-on-one interviews with a behavioral health professional within the first 60 days of assignment.

B-8. Other classes/appointments

- a. Power of Attorney and will updated (if needed).
 - b. DA photo (if needed).
 - c. Records update for promotion board (if needed).
 - d. Anger Management class.
 - e. Appointment or class with brigade commander, brigade CSM, and chaplain.
 - f. Inspector General update class.
 - g. Overview of updates on TR 350-6 and this regulation.
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Glossary

Section I Abbreviations

1SG	First Sergeant
AER	Academic Evaluation Report
AIT	Advanced Individual Training
AITPSG	Advanced Individual Training Platoon Sergeant
AITPSGC	AIT Platoon Sergeant Course
AITPSGP	AIT Platoon Sergeant Program
APFT	Army Physical Fitness Test
ATRRS	Army Training Requirements and Resource System
ASU	Army Service Uniform
CG	Commanding General
CIIP	clothing initial issue point
CMF	career management field
CSM	Command Sergeant Major
DA	Department of the Army
DCG, IMT	Deputy Commanding General, Initial Military Training
DCS	Deputy Chief of Staff
EPMD	Enlisted Personnel Management Directorate
GAT	global assessment tool
HQ	headquarters
HRC	U.S. Army Human Resources Command
IAW	in accordance with
IET	initial entry training
IMT-CoE	Initial Military Training Center of Excellence
LDT&TS	Leader Development Training & Training Support
LTC	lieutenant colonel
MOI	memorandum of instruction
MOS	military occupational specialty
MSG	master sergeant
MRTC	Master Resilience Training Course
NCO	noncommissioned officer
POI	program of instruction
PSG	platoon sergeant
PSOY	Platoon Sergeant of the Year
SFC	sergeant first class
SQI	skill qualification identifier
SSG	staff sergeant
TRADOC	U.S. Army Training and Doctrine Command
UCMJ	Uniform Code of Military Justice
WTBD	Warrior Tasks and Battle Drills

Section II

Terms

Advanced Individual Training Platoon Sergeants Course (AITPSGC)

Functional course providing qualified NCOs specialized training resulting in the awarding of SQI "Y".

Advanced Individual Training Platoon Sergeant Program

Designed to provide highly motivated, qualified professionals to serve as cadre in AIT.

Army Physical Fitness Test

Test designed to measure the basic components of fitness and evaluate Soldier's ability to perform physical tasks.

Certification

Process of determining the quality and standardization of training.

Initial entry training

Training presented to new enlistees with no prior military service. It is designed to produce disciplined, motivated, physically fit Soldiers ready to take their place in the Army in the field. This training consists of BCT, AIT, and OSUT.

New-start

A Soldier placed in a class behind the original class. This procedure supports Soldiers with outstanding potential that experience personal, medical, physical, or academic problems.

Platoon Sergeant Candidate

A selected noncommissioned officer that HRC identifies and notifies of their selection to attend AITPSGC and receive specialized training to become a PSG.

Platoon Sergeant Course Instructor

Selected AITPSG that receives additional specialized training to perform duties as an instructor, mentor, and coach in the AITPSGC.

Platoon Sergeant of the Year

AITPSG that special selection boards at installations nominate and select to compete at the annual DCG-IMT competition.

Skill qualification identifier

The fifth character of a Soldier's MOS that identifies qualification in a special skill.

Unqualified arrival

A NCO that reports to AITPSGC unable to meet the established criteria; this includes failing to pass APFT, height & weight standards, service remaining requirements, and other prerequisites.