

United States Army Student Detachment Green to Gold Out-Processing FY22

SERVICE MEMBER INFORMATION

Name: Last, First MI

Rank:

Date:

MANDATORY DOCUMENTS:

- Permanent Change of Station (PCS) orders and amendment (s) *if applicable*
(Date of entry on active duty listed on PCS Orders must match DA Form 71)
- DA Form 71, Jul 1999 (Oath of Office – Active Duty *(with branch assignment)*)
(Dates must match PCS orders)
- Current Soldier/Enlisted Records Brief (*SRB/ERB*)
- DA Form 5960 (Authorization to start, stop, or change allotment) to stop overseas housing allowance.
- Current SGLI 8286 (Service Members' Group Life Insurance Election), *within 1 year*
- Current DD 93 (Record of Emergency Data), *within 1 year*
- Mailing address after separation for DD Form 214
- DD 4/1 & 4/2 Enlistment/Reenlistment document (very first contract)

NOTE: Scan forms and submit to the G2G Mailbox below:

usarmy.jackson.93-sig-bde.mbx.ltb-usasd-green-to-gold@army.mil

**** All documents must be sent in one PDF File. Title Out- processing emails: G2G out-processing packet for Last Name, First Name (Input your information).**



FOR USE BY GREEN TO GOLD HR PERSONNEL ONLY



DATE PACKET RECEIVED:

DATE PACKET SENT TO TRANSITION:

DATE TRANSACTION COMPLETED:

DATE CONFIRMATION SENT TO DMPO:

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