



ENLISTED ADMINISTRATIVE SEPARATIONS

AR 635-200



AR 635-200 sets forth the policies, standards, and procedures to insure the readiness and competency of the force while providing for the orderly administrative separation of Soldiers for a variety of reasons. Listed below are the most common reasons, both voluntary and involuntary, for separation from the military.

Entry Level Performance & Conduct

Chapter 11 – based on unsatisfactory performance or minor disciplinary infractions. Your commander can only use this type of discharge within your first 180 days of active duty. Unsatisfactory performance and/or conduct evidenced by (a) inability; (b) lack of reasonable effort; (c) failure to adapt to military environment; (d) minor disciplinary infractions (see para 11-2).

Unsatisfactory Performance

Chapter 13 - based on unsatisfactory performance after your first 180 days of active duty (see para 13-2 for criteria), which results in your commander determining that you are unqualified for military service.

Misconduct

Chapter 14 - based on minor disciplinary infractions, commission of a serious offense, a conviction by a civil court (see paras 14-5 through 14-11), a conviction by a foreign court (see para 14-9), acts/patterns of misconduct (see paras 14-12 through 14-17), or absence without leave.

Homosexuality

Chapter 15 – based on homosexual acts/statement(s) that demonstrate a propensity or intent to engage in homosexual acts, homosexual marriage, or attempted homosexual marriage. Sexual orientation is not a bar to continued service unless manifested by homosexual conduct.

Discharge in Lieu of Trial by Courts-Martial

Chapter 10 - preferral or referral of charges to courts-martial that includes a punitive discharge as part of punishment.

Soldier may request discharge instead of courts-martial if offense is punishable by Bad Conduct Discharge or Dishonorable Discharge (see para 10-1). If Soldier is in this situation, he/she is entitled to consult with a Trial Defense Service attorney before deciding between separation and courts-martial (see para 10-2).

For the Convenience of the Government

Chapter 5 – i.e. where separation is in the best interest of the Army. Examples:

- Involuntary Separation Due to Parenthood (para 5-8) – When parental obligations interfere with fulfillment of military responsibilities.
- Concealment of Arrest Record (para. 5-14) – If false statements regarding a juvenile/adult offense were made in enlistment documents.
- To Further Education (para. 5-16) – If Soldier meets certain requirements, may be released from Active Duty for the convenience of the government up to 90 days before ETS.

- Other Physical or Mental Conditions (para. 5-17) – For conditions that may potentially interfere with performance of duty (e.g., chronic airsickness, seasickness, sleepwalking, claustrophobia).

Dependency & Hardship

Chapter 6 – see para 6-3 for definitions.

Defective Enlistment, Reenlistment and Extensions

Chapter 7 – see paras 7-3 through 7-14.

Voluntary Separation of Enlisted Women for Pregnancy

See **Chapter 8** of AR 635-200.

Alcohol & Drug Abuse Rehabilitation Failure

Chapter 9 - based on inability or refusal to participate in or complete ADAPCP program. Soldier must have a lack of potential for future service or long term rehabilitation is necessary (see para 9-2)

Voluntary Retirement for Length of Service in Enlisted Status

Chapter 12 - For voluntary retirement for length of service in commissioned or warrant status, see AR 600-8-24, Chapter 6.

Some Types of Separations have Counseling and Rehabilitation Rights.

(see para. 1-16)

These rights may include:

- To be notified of the separation action.
- To be advised of the reason for the separation action.
- To be advised of the least favorable characterization of discharge you could receive.
- To be advised of the type of discharge your commander is recommending that you receive upon discharge.
- The right to consult with a Trial Defense Service attorney at no expense to you.
- The right to submit matters on your behalf.
- The right to request a board of officers to hear your case and a lawyer to represent you. You are entitled to an administrative board if your commander is recommending that you receive an Other than Honorable Conditions discharge or below, or if you have 6 or more years of active and reserve service at the time the separation action is initiated.
- The right to submit a “conditional waiver.” You may waive the administrative board on the condition that you receive a more favorable form of discharge (Honorable or General Discharge).
- The right to request witnesses on your behalf.

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