SPECIAL REGULATIONS NO. 43

OFFICERS' RESERVE CORPS

ORGANIZED UNDER THE NATIONAL DEFENSE ACT OF JUNE 3, 1916

1917

CORRECTED TO JULY 15, 1918
(Changes Nos. 1 to 5)

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SPECIAL REGULATIONS NO. 43.

WAR DEPARTMENT,
WASHINGTON, *March 29, 1917.*

The following regulations and laws governing the Officers' Reserve Corps, organized under the national defense act of June 3, 1916, are published for the information and guidance of all concerned, and supersede all other regulations on the subject heretofore issued.

[2430673, A. G. O.]

BY ORDER OF THE SECRETARY OF WAR:

H. L. SCOTT,
Major General, Chief of Staff.

OFFICIAL:

H. P. McCAIN,
The Adjutant General.

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SECTION I.

ORGANIZATION OF THE OFFICERS' RESERVE CORPS.

1. *Designation of sections.*—The sections of the Officers' Reserve Corps shall be designated as follows:

(1) Adjutant General's Officers' Reserve Corps.
(2) Inspector General's Officers' Reserve Corps.
(3) Judge Advocate General's Officers' Reserve Corps.
(4) Quartermaster Officers' Reserve Corps.
(5) Medical Department Officers' Reserve Corps.
  (*a*) Medical Reserve Corps.
  (*b*) Dental Reserve Corps.
  (*c*) Veterinary Reserve Corps.
(6) Engineer Officers' Reserve Corps.
(7) Ordnance Officers' Reserve Corps.
(8) Signal Officers' Reserve Corps.
  (*a*) Aviation Section.
(9) Cavalry Officers' Reserve Corps.
(10) Field Artillery Officers' Reserve Corps.
(11) Coast Artillery Officers' Reserve Corps.
(12) Infantry Officers' Reserve Corps.

1½. *Designation of officers.*—(*a*) When in orders, correspondence, etc., members of the Officers' Reserve Corps are referred to and rank indicated, the section designation will omit the word "Officers'," as follows:

	Abbreviation.
(1) Adjutant General's Reserve Corps	A. G. R. C.
(2) Inspector General's Reserve Corps	I. G. R. C.
(3) Judge Advocate General's Reserve Corps	J. A. G. R. C.
(4) Quartermaster Reserve Corps	Q. M. R. C.
(5) Medical Department Reserve Corps:	
(*a*) Medical Reserve Corps	M. R. C.
(*b*) Dental Reserve Corps	D. R. C.
(*c*) Veterinary Reserve Corps	V. R. C.
(6) Engineer Reserve Corps	Engr. R. C.
(7) Ordnance Reserve Corps	Ord. R. C.

	Abbreviation.
(8) Signal Reserve Corps	Sig. R. C.
(*a*) Aviation Section	A. S. Sig. R. C.
(9) Cavalry Reserve Corps	Cav. R. C.
(10) Field Artillery Reserve Corps	F. A. R. C.
(11) Coast Artillery Reserve Corps	C. A. R. C.
(12) Infantry Reserve Corps	Inf. R. C.

For example:

Capt. John Doe, Ordnance Reserve Corps, or, Capt. John Doe, Ord. R. C.

Maj. James Roe, Adjutant General's Reserve Corps, or, Maj. James Roe, A. G. R. C.

(*b*) In signing official communications, etc., members of the Officers' Reserve Corps will sign name, followed by rank and by section as above, in order.

For example:

John Doe, Capt., Ord. R. C.

James Roe, Maj., A. G. R. C.

(*S. R. No. 43, C. No. 3.*)

2. *Numbers in each grade.*—The grades and numbers in each grade that may be commissioned in the sections named above, and excluding those officers previously listed as qualified for commissions in the Volunteers under the act of January 21, 1903, are as follows:

	Majors.	Captains.	First lieutenants.	Second lieutenants.
Adjutant General's	B	.....	.....	.....
Inspector General's	B	.....	.....	.....
Judge Advocate General's	B	.....	.....	.....
Quartermaster's	A	B	.....	.....
Medical Department:				
Medical Corps	A	A	B	.....
Dental Corps	A	A	B	.....
Veterinary Corps	.....	.....	.....	B
Engineer	A	A	A	B
Ordnance	A	A	B	.....
Signal	A	A	B	.....
Aviation Section	A	A	B	.....
Cavalry	A	A	A	B
Field Artillery	A	A	A	B
Coast Artillery	A	A	A	B
Infantry	A	A	A	B

A means the proportion in the indicated grade shall not exceed the proportion for the same grade in the corresponding arm, staff corps, or department of the Regular Army.

B means maximum number is unlimited.

(*S. R. No. 43, C. No. 3.*)

SECTION II.

DUTIES AND REQUIREMENTS OF MEMBERS OF THE OFFICERS' RESERVE CORPS.

IN TIME OF PEACE.

IN TIME OF WAR.

IN TIME OF PEACE.

3. *Duty with troops, pay and allowances.*—

(*a*) *Line officers.*—Department commanders, when authorized by the Secretary of War, may order reserve officers of the line in their departments to duty with troops in the field or at field exercises, or for instruction, for periods not to exceed 15 days in any one calendar year. This period may be extended with the consent of the reserve officer concerned. The pay and allowances of reserve officers called to such duties shall be paid out of allotments made for the purpose. Physical examination will be made or waived as prescribed in paragraphs 10, 11, and 12.

(*b*) *Staff corps and departments.*—When authorized by the Secretary of War, and upon recommendation of the chiefs of staff corps or departments concerned, The Adjutant General of the Army may order reserve officers of staff corps and departments to duty as in the case of reserve officers of the line.

4. *Scope of training.*—The scope of training is indicated in the lists of subjects for examination prescribed in Section VIII. Additional special training may be required. An officer's training should, in general, be such as to familiarize him with the duties of his grade and prepare him for examination

for promotion. The details of training will be carried out by department commanders.

5. *Additional training.*—Reserve officers of the line called to active duty for the 15-day period contemplated in section 39, national-defense act, who, in advance, consent to an additional training period of 15 days or more, may be employed as officers of the temporary tactical units formed at citizens' training camps. Because of the fact that these camps continue for one month and have a carefully arranged progressive course, it will ordinarily be impracticable to use reserve officers in their full capacity as officers unless they are on active duty at one of these camps and for the entire period of the camp.

6. *Instruction.*—Reserve officers of the line below the grade of major, who are called to active duty for 15 days only, may be assembled in special companies, troops, and batteries, composed of reserve officers only and commanded by Regular Army officers, for appropriate instruction.

7. *Publications.*—When appropriations are available War Department orders, bulletins, manuals, and publications will be furnished to reserve officers by The Adjutant General or department commanders concerned. Otherwise they may be purchased from the superintendent of documents, Government Printing Office, Washington, D. C.

8. *Uniform and equipment.*—Reserve officers will provide themselves with the field uniforms and personal and horse equipments pertaining to their grade, as prescribed in uniform regulations. They may provide themselves with such other uniforms as are prescribed in uniform regulations for officers of the Regular Army of corresponding grade. They may wear the appropriate uniform whenever under similar circumstances such uniform is customarily worn by officers of the Regular Army, and not otherwise. Enlisted men of the Regular Army who are also reserve officers will not wear the officers' uniform in any post, camp, or other place at which they are on duty as enlisted men.

IN TIME OF WAR.

9. *Temporary duty.*—In time of actual or threatened hostilities the President may order members of the Officers' Reserve Corps to temporary duty with the Regular Army, or as officers in Volunteer or other organizations that may be authorized by

law, or as officers at recruit rendezvous and depots, or on other duty.

10. *Physical examination.*—A member of the Officers' Reserve Corps ordered to active service, as above, will immediately upon arrival at his first station be subjected to a critical physical examination by a board of one or more medical officers convened for the purpose, if such board is available. If the personnel for such board is not available at the station to which the reserve officer is assigned, he will be ordered to report to the nearest medical officer before proceeding to his station. Upon presenting himself to the board, the officer will be required to give a certificate as to his then physical condition in these words, if true: "I certify that, to the best of my knowledge and belief, I am not affected with any form of disease or disability which will interfere with the performance of my duties as a member of the Officers' Reserve Corps." The officer should change this certificate, if necessary, to accord with the facts. The certificate having been given, the board will proceed with the physical examination, which will conform to that prescribed for original appointment in the Officers' Reserve Corps, and be made complete, even though a physical disqualification be discovered, so as to ascertain for record whether any other physical disqualifications or defects exist. The examination will be reported to The Adjutant General of the Army, stating in full the disqualifications or defects found and the board's recommendation whether the officer shall be continued on active service or shall be forthwith relieved.

Members of the Officers' Reserve Corps who have had a complete and satisfactory physical examination by a medical officer not more than three months prior to being called into active service, the examination being properly recorded in the War Department, may, in the discretion of their commanding officers, be regarded as physically qualified for active service on presentation of their own signed certificate that their physical condition has not changed since the last physical examination. (*S. R. No. 43, C. No. 2.*)

11. *Relief from duty.*—Upon relief from duty (except in the case of an officer forthwith relieved for disqualification found at the examination immediately following his assignment to duty) the officer will again be subjected to a critical physical examination by a similar board, to which will be referred the

report of the physical examination made when the officer was ordered to duty. The examination upon relief from duty will be completed in all respects and reported to The Adjutant General. All physical disqualifications or defects found on such examination will be fully reported. In case any of them were noted on the report of the physical examination made when the officer was called to duty, the report of the board will indicate whether there appears to have been any change therein since that examination. If any of the physical disqualifications or defects found on the former examination are not found when the officer is examined upon his relief, the report of the board will affirmatively set forth that fact.

12. *Waiver of physical examination.*—The physical examination upon reporting for duty, as hereinabove prescribed, may be waived by The Adjutant General in the case of an officer who is to be on duty not more than 30 days. The physical examination on relief from duty may also be waived when the officer, at the time of relief, has been on duty not more than 30 days.

SECTION III.

APPOINTMENT TO THE OFFICERS' RESERVE CORPS IN THE LINE AND IN STAFF CORPS OR DEPARTMENTS.

13. *Eligibility requirements.*—No applicant will be examined who is an officer of the Regular Army on the active list or who is not a citizen of the United States, or who is an applicant for appointment as second lieutenant in the Regular Army, unless and until it is definitely known that he has failed in the examination for such appointment and will not be commissioned in the Regular Army. Officers of the National Guard, both active and reserve, may be examined, provided their application for examination is approved by the governor of the State or Territory or by the commanding general, District of Columbia. They can not be commissioned as officers of the Officers' Reserve Corps until receipt of evidence of their separation from the National Guard.

14. *Age limits.*—No applicant will be examined for commission in the Officers' Reserve Corps if it appears that, due to the age limits, he will have less than one year to serve in the grade which he seeks.

15. Except as noted in paragraph 17, no applicant will be examined who is less than 21 years of age or who, being an applicant for commission as second lieutenant, shall be more than 32; as first lieutenant, more than 36; as captain, more than 40; or as major, more than 45; except that all persons now carried as duly qualified and registered by The Adjutant General for appointment as officers of Volunteers under the act of January 21, 1903, shall until June 3, 1919, be eligible for appointment in the Officers' Reserve Corps in the section corresponding to the arm, corps, or department for which they have been found qualified without further examination, except a physical examination, and subject to the limitations as to age and rank prescribed.

16. *Those qualified and registered previous to the act of June 3, 1916.*—Any person carried on June 3, 1916, as qualified and registered in the grade of colonel or lieutenant colonel, pursuant to the provisions of said act, may be commissioned and recommissioned in the Officers' Reserve Corps with the rank for which he has been found qualified and registered; and in case persons have been previously listed as eligible for more than one arm, corps, or department, they will elect which section of the Officers' Reserve Corps they desire to be commissioned in, and will be commissioned only in that one.

17. *Exceptions to age limits.*—Age limits prescribed in paragraph 15 do not apply to applicants for appointment or reappointment as officers of the Quartermaster, Engineer, Ordnance, Signal, Judge Advocate, and Medical Department sections of said reserve corps. In the case of applicants for appointment or reappointment as reserve officers in corps or departments where no age limit applies, special aptitude, qualifications, and physical fitness for special service in the corps or department concerned must be shown in every case where applicant is over 60 years of age.

18. *Examination for particular grades.*—On or before appearing before a board and prior to entering upon examination an applicant for a commission in the Officers' Reserve Corps who believes himself qualified for a grade higher than the lowest in the arm, corps, or department in which he desires to serve will

consult with the examining board with a view to determining what examination he is to undertake. The decision of the board will be final, but the board is authorized, at the completion of such examination, to recommend the applicant for such lower grade as it deems proper, regardless of the particular examination undertaken.

19. *Qualification for particular grade.*—An applicant will apply for a commission in the arm or staff corps or department in which he desires to serve, without specifying the grade. The grade for which a successful applicant is qualified will be determined by the War Department on the record. The examining board will inform the applicant as to the grade for which the board has recommended him, and, before the examination report is forwarded, he will be given an opportunity to sign a statement on said report to the following effect: "I hereby signify my willingness to accept a commission in the Officers' Reserve Corps in the grade recommended by the examining board." If the applicant does not subscribe to the above statement, the examination will be deemed incomplete and the examination report will be disposed of as is prescribed for examination papers in paragraph 48 (*c*). If higher authority finds it necessary to recommend the applicant for a grade lower than that recommended by the board, such authority will so inform the applicant by letter, and the appointment will not be made unless and until the applicant has signified, by indorsement on said letter, his willingness to accept appointment in the lower grade.

20. *Disposition of examination reports.*—If the applicant is recommended for appointment and subscribes to the statement that he is willing to accept appointment in the grade for which he has been recommended, the completed report will be forwarded to the convening authority. If the convening authority concurs in the board's recommendation as to appointment and grade, he will forward the report to The Adjutant General of the Army. If he intends to recommend appointment in a lower grade, he will hold the report until the applicant has had opportunity to reply to the letter of notification mentioned in paragraph 19. If the applicant signifies his willingness to accept appointment in the lower grade, the report, with applicant's statement, will be forwarded to The Adjutant General of the Army; otherwise action will be taken as indicated in the next following paragraph.

If the examination, or examination report, is incomplete because the examination was terminated at some stage in the discretion of the board under paragraph 48, or because the applicant is not recommended for appointment, or because the applicant has not signified his willingness to accept appointment in the grade for which he has been recommended, the report, completed only to show the stage reached, will be held by the president of the board, or by the convening authority, if it has reached him. A letter will be forwarded to The Adjutant General of the Army stating: "The examination of (name and address), for appointment in the (arm or corps), Officers' Reserve Corps, was begun (date) by a board convened by ——— (order). The examination is incomplete for the reason that (state which of three reasons as given above)." The report itself will be retained 60 days and will then be destroyed, unless in the meantime it is called for by higher authority.

21. *Relative rank on examination.*—When two or more applicants for a commission in the Officers' Reserve Corps are examined at the same time, before the same board, and are found qualified for the same grade, the board will, in a separate letter, arrange and recommend such applicants in the relative order in which, in the judgment of the board, commissions should be issued.

22. *Reserve Officers' Training Corps appointments.*—The appointment of graduates of the Reserve Officers' Training Corps to be officers of the Officers' Reserve Corps, as authorized by section 49, national-defense act, is governed by its Reserve Officers' Training Corps Regulations.

23. *Equivalent courses under act of June 3, 1916.*—Any male citizen of the United States between the ages of 21 and 27 years who shall have graduated prior to June 3, 1916, from any educational institution at which an officer of the Army was detailed as professor of military science and tactics, and who, while a student at such institution, completed courses of military training under the direction of such professor of military science and tactics substantially equivalent to those prescribed pursuant to the act of June 3, 1916, for the senior division, shall, after satisfactorily completing the additional practical military training prescribed by the Reserve Officers' Training Corps Regulations, be eligible after physical examination for appointment to the Officers' Reserve Corps.

24. *Citizens' training camp eligibility.*—Any citizen who has creditably attended the series of three training camps, prescribed by the Citizens' Training Camp Regulations, shall, after undergoing the required physical and practical examination, be eligible for appointment in the Officers' Reserve Corps in the grade of second lieutenant in that branch of the service in which he shall have received the major part of his training, subject to professional examination.

25. *Authorization for examination.*—No person shall be examined for appointment as reserve officer of the line unless he has a letter from The Adjutant General of the Army or the adjutant of the department in which he lives, or for appointment as reserve officer of the staff unless he has a letter from the head of the staff corps or department concerned authorizing his examination. Such a letter to an applicant will be the acknowledgment of the receipt of his application. The application itself, accompanied by recommendations and other documents of a commendatory or explanatory character, will be inclosed to the department commander, head of staff corps or department, or the president of the board concerned.

26. *Channels for applicants from executive departments.*—If the applicant is an employee or is under the control of any department of the Government other than the War Department, the application shall be submitted through the head of such department.

27. *Documents to be submitted by those having served in Regular Army or National Guard.*—If an applicant has served in the Regular Army of the United States, or in any of the Volunteer forces of the United States, or in the Organized Militia or National Guard of any State or Territory or the District of Columbia, he shall submit his discharge papers for each term of service; if still in service of any of the organizations named, he shall submit recommendations of his immediate and higher commanders.

28. *Graduates of military schools or educational institutions having Regular Army officer on duty.*—If an applicant has attended or pursued a regular course of instruction in any military school or college of the United States, or has graduated from any educational institution to which an officer of the Army or Navy has been detailed as superintendent or professor pursuant to law, he shall, if a graduate, be required to

present a diploma or certificate of graduation from such military school, college, or educational institution, or, if not a graduate, a certificate showing the amount and character of training, theoretical or practical, satisfactorily completed thereat.

29. *Enlisted men, Regular Army and National Guard.*—Enlisted men of the Regular Army, both active and retired, and of the National Guard, both active and reserve, if citizens of the United States, are eligible for examination for commissions in the Officers' Reserve Corps.

30. Enlisted members of the National Guard, both active and reserve, may be examined for commissions in the Officers' Reserve Corps and notified of the results of such examinations. They will be held eligible for the commissions for which they shall have been recommended, but such commissions will not be issued to them prior to termination by honorable discharge of their connection with the National Guard.

31. *Temporary second lieutenants, Regular Army.*—No member of the Officers' Reserve Corps will be commissioned a temporary second lieutenant of the Regular Army in time of peace for purposes of instruction, except those appointed to said Officers' Reserve Corps after pursuing a course at an educational institution in accordance with the provisions of sections 49 and 51, national-defense act.

32. *Reexamination for section 37, members of Officers' Reserve Corps.*—Officers of the reserve corps appointed under the provisions of section 37, national-defense act, due to qualification under section 23, act of 1903, or otherwise transferred to the reserve corps with physical examination only, shall, on application submitted prior to the expiration of the period of their commissions, be reexamined and found physically qualified as a prerequisite to being recommissioned.

33. *Reexamination for disqualified applicants.*—An applicant who has once been examined for commission in the Officers' Reserve Corps, and who has been disqualified for any reason, will not be designated for reexamination except by authority of the Secretary of War. In such cases the reexamination under paragraph 48 (*d*) will be written only.

SECTION IV.

ROSTERS AND RECORDS.

34. *Rosters.*—The Adjutant General shall issue commissions to and keep a register of the qualified applicants. He will issue a printed roster giving name, rank, age, and address of all reserve officers, and such other information as may be desirable.

35. *Change of address of reserve officers.*—Reserve officers pertaining to sections (1), (2), (3), (4), (5), (6), (7), and (8), (paragraph 1), will report at once any change of address to the heads of the staff corps or departments concerned. Reserve officers pertaining to sections (9), (10), (11), and (12) will report at once any change of address to the adjutant of the military department in which they reside. When reserve officers commissioned in the staff department or corps are regularly assigned to authorized reserve organizations they become a part of the line of the Army, and are, therefore, subject to the control of the department commander and report as in the case of other mobile Army reserve officers.

36. *Change of address, gains and losses, reports by department commanders.*—At the end of each month department commanders and heads of staff departments or corps will forward to The Adjutant General statements of gains and losses by name, rank, age, and address, and a statement of changes of address or status of members of the Officers' Reserve Corps under their jurisdiction. If a change of residence to another military department is involved, the adjutant of such department will be notified by the adjutant of the department in which the officer formerly resided.

SECTION V.

RANK AND PROMOTION.

37. *Rank, period of commission, discharge.*—Officers of the Officers' Reserve Corps will rank in the various sections according to grade and to length of service in grade. Commissions will be issued for periods of five years. The date of expiration of each commission (whether on account of five-year limit or on account of age of applicant) will be noted on the commission. When an officer of the Officers' Reserve Corps reaches the age limit fixed for appointment or reappointment in the grade in which commissioned he shall be honorably discharged from the service of the United States unless recommissioned in a higher grade after examination and qualification in the manner prescribed by the President.

38. *Rank on entering active duty; promotion.*—Members of the Officers' Reserve Corps called to active service under section 38, national-defense act, shall take temporary rank among themselves and in their grades in the organizations to which assigned, according to dates of orders placing them on active service. They may be promoted, in accordance with such rank, to vacancies in volunteer organizations or to temporary vacancies in the Regular Army. The vacancies here referred to are those which occur after the organizations have received their full complements of officers, by assignment from the Officers' Reserve Corps or otherwise.

39. *After three or more years' service in a grade.*—After having served three or more years in a grade, including at least 90 days' active duty under section 39, national-defense act, and in that grade, a reserve officer will be eligible for examination for appointment in the next higher grade.

For the purpose of making the necessary appointments for new organizations that are being created, or to fill vacancies caused by casualties in war, reserve officers ordered into active service under section 38, national-defense act, may be promoted without reference to length of service in the lower grade. (*S. R. No. 43, C. No. 1.*)

40. *After six months' service in the Regular Army.*—A reserve officer who has completed six months' service as a temporary second lieutenant under the provisions of section 52, national-defense act, approved June 3, 1916, will, at the conclusion of such service, be eligible for examination for appointment as first lieutenant.

40½. *Regrading of reserve officers.*—A reserve officer who has been under observation in a training camp, in a company or

other unit, or on duty with a staff corps, and who proves unfit to exercise command in or perform the duties of the rank held, but is found fit to exercise command in or perform the duties of a lower grade, may be allowed to resign his commission and may be reappointed as of the following day in the lower grade for which he may be recommended, provided he is at that time still eligible for such reappointment under the age limitations prescribed in paragraphs 14, 15, and 17.

Commanding officers of training camps, divisions, and departments, Coast Artillery district commanders, chiefs of staff corps, and such other commanding officers as may be authorized by the Secretary of War will regrade reserve officers as above.

Reserve officers who decline to resign for the purpose of regrading may be treated under Section VI, below.

The provisions of this paragraph will not be applied for purposes of discipline or merely to secure the services of a reserve officer in lower rank. They will be used only for the purposes of placing officers in grades according to demonstrated merit and to adjust inequalities arising through haste of organization.

As a general rule, an officer demoted will not be retained on the same duty as before such demotion. (*S. R. No. 43, C. No. 3.*)

SECTION VI.

DISCHARGE.

(See also Sec. V, par. 37.)

41. *Board to investigate misconduct.*—Any member of the Officers' Reserve Corps on active duty who evidences unfitness for his duties by reason of habits, conduct, lack of character, or inefficiency will be promptly reported to his commanding officer, who will convene a board of not less than three nor more than five officers, superior in rank to the officer whose qualifications are to be inquired into, to determine the correctness of the report and submit recommendations. If the reserve officer is not on active duty, the report will be made to the department commander by any officer cognizant of the facts. (*S. R. No. 43, C. No. 5.*)

42. *Action on finding of board.*—Any officer of the Officers' Reserve Corps found guilty of misconduct, or who evidences unfitness for the service, will, on the approved finding of the board, be discharged.

SECTION VII.

EXAMINATIONS.

43. *Examining boards, appointment.*—Boards for the examination of applicants for commission in the line will be appointed by the Secretary of War, or by department commanders for applicants who reside within or are attending training camps within their jurisdiction. Boards for the examination of applicants for commission in the staff will be appointed by the Secretary of War or by heads of staff corps or departments concerned.

44. *Composition.*—Each board, except for the examination of applicants for commission as reserve medical officers, dental surgeons, and assistant veterinarians, shall consist of not less than one nor more than five officers of the arm, staff corps, or departments concerned, except that one or two shall be medical officers. When it is impracticable to designate a medical officer for service on these boards a civilian practitioner of medicine

may be employed to advise the boards, at a compensation not exceeding $3 for each applicant examined by him, payable out of the appropriation for the Medical and Hospital Departments. The employment as civilian physicians, under this authority, of Medical Reserve Corps officers inactive is preferred. The duties of the medical members of the board or of the private physicians employed hereunder to advise the boards will be confined to inquiry into and report upon the physical condition of the applicant.

Boards for the examination of applicants for commission in the Medical Department Section, Officers' Reserve Corps (including dental surgeons and assistant veterinarians) shall be constituted as follows:

(*a*) Of three medical officers for medical applicants;

(*b*) Of one medical officer and two dental officers for dental applicants;

(*c*) Of one medical officer and two venterinary officers for veterinary applicants.

Members of boards prescribed above shall be officers of the Regular Army, except that when two or more medical officers are members of a board, one only need be an officer of the Regular Army, and except that officers of the Officers' Reserve Corps may be appointed members of such boards when in active service in time of war or threatened hostilities, except that Medical Reserve Corps officers may conduct examinations of applicants for the Medical Reserve Corps when designated to do so by the Secretary of War.

45. *Proceedings.*—The proceedings of the boards will be forwarded to the headquarters of the convening authorities with the recommendations of the board as to the qualifications of the applicants.

46. *Recommendations.*—Department commanders and the heads of each staff corps or department concerned shall recommend to The Adjutant General the qualification of each candidate by indorsement on the record of the examination.

47. *Organization of the board.*—An examining board (including medical members) having assembled, and the applicant or applicants to be examined having appeared before it, the recorder will read the orders convening the board and the letter authorizing the applicant or applicants to appear for examination. Members may then be challenged for cause, the rele-

vancy and the validity of the challenge being determined by the full board. If the challenge is sustained the challenging applicant will be excused from examination by the board, and the president thereof will report the facts to the convening authority for action. In matters of challenge, and when the introduction of testimony becomes necessary, applicants being examined may employ counsel if necessary. If after all challenges have been disposed of, there still remain applicants to be examined the examination will proceed.

The right of challenge having been accorded and all the members being present, the recorder, in the presence of the applicant to be examined, will administer the following oath to the members:

"You (naming the members other than himself) do swear (or affirm) that you will faithfully and impartially discharge your duties as members of this board in the matter now before you. So help you God!"

The president will then administer the following oath to the recorder:

"You (naming him) do swear (or affirm) that you will faithfully and impartially discharge your duties as a member of this board in the matter now before you, and that you will, according to your best ability, accurately and impartially record the proceedings of this board and the evidence to be given in the case in hearing. So help you God!"

In case of affirmation, the closing sentence of adjuration will be omitted.

48. *Order of examination, procedure.*—The examination will then proceed in the following order:

(*a*) *Preliminary examination.*—The board will make a preliminary examination of the applicant to determine whether he appears to have adequate education, having in view his future duties in connection with administration, courts-martial, boards, surveys, law of military occupation, etc. If the applicant is palpably deficient, the examination will terminate. If the board is in doubt, it may defer its decision until some later stage of the examination.

(*b*) *Physical examination.*—The physical examination will then be made. The applicant will be subjected to a rigid physical examination, which shall include the ordinary analysis of the urine, and if there be found to exist any cause of dis-

qualification which might in the future impair his efficiency as an officer, he will be rejected. Defects of vision resulting from errors of refraction which are not excessive, and which may be entirely corrected by glasses, do not disqualify unless they are due to or are accompanied by organic disease. Examination as to physical qualifications will conform to the standard required of recruits for the United States Army, and will include a certificate, to accompany the proceedings of the board, of physical examination by at least one medical officer (or, if the physical examination was made by a civilian physician employed for the purpose as authorized hereinabove by paragraph 44, it will include a certificate from him), which certificate will embrace all the information required in the form for the examination of recruits.

(*c*) *Certificate of applicant.*—Before proceeding with the physical examination the applicant about to be examined shall be required to submit, for the information of the board, a certificate as to his physical condition. In case no cause for disqualification exists the certificate shall take the following form:

"I certify that, to the best of my knowledge and belief, I am not affected with any form of disease or disability which would interfere with the performance of the duties under the commission for which I am undergoing examination."

When the board finds an applicant physically incapacitated for service, it shall conclude the examination by finding and reporting the cause which, in its judgment, has produced the disability.

Physical condition will be reported in the examination report simply as "satisfactory" or "unsatisfactory." The certificate of physical examination will accompany the examination report.

(*d*) *Mental examination.*—The oral or written examination will cover the subjects prescribed in Section VIII. The examination in any subject will be oral or written, but not both. It may be oral in some subjects and written in others. If at any time during this examination the board is satisfied that the applicant is disqualified by reason of manifest ignorance of one or more subjects, the examination will terminate. If the board maintains a reasonable doubt as to the qualification of the applicant, which doubt may be removed by unusual ability demonstrated by the practical examination, the board is authorized to proceed with the practical examination.

The board will determine in advance whether the examination shall be written or oral, and will prepare the questions if a written examination is prescribed. Ordinarily a written examination will expedite business where a large number of applicants are to be examined at the same time.

(*e*) *Retained record.*—The president of the board will retain all examination papers for 60 days, at the end of which time they will be destroyed by him unless previously called for by higher authority.

(*f*) *Practical examination.*—The practical examination will cover the subjects prescribed in Section VIII. Weather conditions may necessitate the postponement of this examination, but it will never be on that account dispensed with nor seriously curtailed in the case of applicants who have successfully completed the preceding examinations, but with reference to others it may, in the discretion of the board, be just grounds for terminating the examination.

(*g*) *Report of board.*—In the case of each applicant who has successfully completed the preceding examinations the board will make a separate report as to "suitability of applicant." This report will state whether applicant is "satisfactory" or "unsatisfactory."

In determining this question the board will be governed by a high standard with respect to the following:

Character and sobriety.

Personality, address, and force.

Reputation and standing in his community.

Whether he is likely to command the respect of officers and enlisted men.

Whether he has adequate education.

Letters from prominent citizens may be accepted as evidence as to matters which can not be determined by brief, personal contact.

(*h*) *Equitation.*—All applicants, except for appointment as lieutenant or captain of Infantry or Coast Artillery, or for appointment in the staff corps or departments, will be required to undergo a practical and oral examination in equitation and in equipment of saddle horses, the scope of which will be sufficient to decide upon their ability to accompany a mounted command on ordinary marches, to perform the duties of mounted staff officers, to carry dispatches in the field, and

to saddle, unsaddle, and care for a horse in emergencies. This examination will ordinarily be held in connection with the practical examination in drill regulations. The result of this examination will be reported simply as "satisfactory" or "unsatisfactory."

During oral and practical examinations for the Medical Department Section all the members shall be present; for all other sections all the members except the medical officers shall be present.

49. *Conduct of examination.*—Written examinations may be conducted in the presence of one member of the board, for which purpose the board may be divided into committees, before whom the examination shall be conducted from day to day until completed, after which the board shall reassemble to consider its finding.

Papers should be given out so that everything in the hands of the applicant may be answered before a recess or adjournment. In the oral and practical examinations the examining board shall give a numerical value to each head under which questions are asked or exercises given. In written examinations the board shall give a numerical weight (to be previously entered on the margin) to each question, and in like manner shall subsequently enter the estimated weight of each answer. In all cases, for convenience in calculating percentages, the weights of the questions must be such as to aggregate 100 or some simple multiple thereof in each oral, written, or practical examination in each subject.

Except when the examination is documentary, boards are authorized to ask any questions selected from the publications recommended for study. Where blackboard or other illustrations will facilitate the examinations, their use is authorized. Examinations will be conducted in a sufficiently exhaustive manner to determine not only that the subject is thoroughly comprehended, but also to determine the degree of proficiency of the applicant being examined, and until the board is positively satisfied as to his ability to impart instruction in the various subjects.

Commanding officers of posts, camps, or stations at or in the vicinity of which boards may be appointed to meet shall, without further instructions, furnish, upon request, such available troops and material as may be required by boards in the execution of this order.

50. *Conclusion of examination.*—At the conclusion of a written examination the applicant shall be called upon to sign and submit a certificate in his own handwriting to the effect that he has not received assistance from any unauthorized sources and that he will not divulge any questions in which he was examined until the results of the examination shall be published.

The board shall report in each subject the percentage attained and the general average of all the subjects, giving each subject its appropriate relative weight.

Relative weights of subjects in examination for appointment in staff corps or department, when necessary, will be fixed by the board or convening authority.

51. *Exemptions.*—An applicant presenting a diploma from any of the military schools of the United States Army or from the United States Naval Academy shall be excused, if he so desire, from examination in the subjects covered by said diploma, his marks in said subjects being rated at 80 per cent of the maximum.

52. *Percentage required.*—No applicant shall be passed who fails to receive a general average of 70 per cent or more, or who receives less than 60 per cent in any subject, be the examination oral, written, or practical.

53. *Formulation of questions.*—The numerous questions which may be formulated by the board admit of considerable variation and make it possible to arrange examinations radically different as regards particular questions, but essentially the same in respect to scope and character. It is desirable that the questions be selected indiscriminately in each case, to the end that each applicant undergoing examination may have a different arrangement of questions, even when simultaneous examinations of a similar character are being conducted.

54. *Examination, Quartermaster Corps applicants.*—Graduates who have pursued a regular course in industrial and business management requiring not less than two years' study and have received the degree of master, or have attained a similar equivalent degree, shall be eligible for commission in the Quartermaster Officers' Reserve Corps upon presentation of such diploma without further mental examination, but subject to passing satisfactorily the physical examination provided for in this order; provided, that the recognition contemplated in this paragraph be extended only to such colleges as will include

in their curriculum lines of study approved by the Quartermaster General.

55. *Examination, Medical Department Section.*—Applicants for the Medical Department Section who hold diplomas or certificates from reputable literary or scientific colleges, normal schools, or high schools, or who are graduates of medical, dental, or veterinary schools which require an entrance examination satisfactory to the Surgeon General, will not be examined or marked in general education; in other cases the Surgeon General, when in his judgment it is necessary to test the applicant's qualifications, will prescribe an examination in general education suitable for appointment to the Medical Reserve Corps, the Dental Reserve Corps, or the Veterinary Reserve Corps, as the case may require.

56. *Alternative examinations, staff corps.*—In lieu of the examining boards herein prescribed, and upon the recommendation of the head of the staff corps or department concerned, a written examination may be held upon questions prepared by him for applicants for appointment as reserve officers of the staff. Boards of two officers for the supervision of such examination will be convened, as far as practicable, at such places as may suit the convenience of the candidates. One of the members will be a medical officer, who will conduct the physical examination. The written answers of the candidates will be forwarded to the head of the staff corps concerned and their proficiency will be determined by him.

57. *Procedure when formal method is not practicable.*—Whenever the formal examination as herein prescribed is found to be impracticable on account of emergency or other special conditions, the authority competent to convene the examining board may, when authorized by the Secretary of War, convene boards or designate an officer or officers to conduct examinations in the following manner:

The formal proceedings of the board, except as to final report on the blank form prescribed, will be dispensed with, and the physical examination may be made by any officer of the Medical Corps, or of the Medical Reserve Corps on active service, or by any civilian physician employed for the purpose.

Applications received will be grouped by cities or other points, so that the examining officer, or officers, may visit such cities with due regard to economy of time and mileage, and

with the least expense and inconvenience to applicants. Officers stationed at various points will, whenever practicable, be designated for the examination of applicants residing in their vicinity.

The formal, oral, written, and practical examinations will be dispensed with, but each applicant will be examined personally by the designated officer or officers, in order that a high standard may be maintained with respect to the following:

Character and sobriety.

Personality, address, and force.

Reputation and standing in his community.

Whether he is likely to command the respect of officers and enlisted men.

Whether he had adequate education.

Information as to such matters as can not be ascertained by brief personal contact should be obtained by careful inquiry among residents of the community.

If an applicant is found qualified under the foregoing, the grade in which he shall be recommended for commission will be determined by the examining officer, or officers, by the amount and character of his military training, or in the case of an applicant for commission in a section of a staff corps or department, by the amount and kind of business or professional training and experience, together with the prescribed age limits.

In the event that the applicant for commission in a line section has had no military training, or military training of little value, he may, nevertheless, be recommended for commission as second lieutenant (subject to the 32-year age limit) provided he is a college graduate or a senior in college, or clearly a well-educated man, and provided he has demonstrated in business, athletics, or other activity that he possesses, to an unusual degree, the ability to handle men.

The usual form for report of examination for appointment as reserve officer will be used, but the matter actually reported upon will be modified to agree with the facts.

In order to assist the War Department in maintaining the ratio between grades prescribed by law, department commanders, in forwarding these reports with their recommendations, are requested to maintain as nearly as practicable the ratio of one major to five captains, to five first lieutenants, to not less than five second lieutenants. The number of second lieutenants

is unlimited, provided it is not less than as fixed by the ratio stated above.

Officers who are designated to examine applicants under this paragraph are cautioned that relatively few men are qualified if measured by military training alone, but that many are qualified under the test prescribed herein. Hence, a determined effort should be made to appoint men thus qualified in an emergency.

SECTION VIII.

EXAMINATION SUBJECTS AND GENERAL SCOPE OF EXAMINATIONS.

INFANTRY.

Subject.	Relative weight.
58. *General scope of examination.*	
(*a*) *Subjects and relative weight of each.*	
1. Infantry Drill Regulations (practical): Command of a squad and a platoon, alone and in company, in drill and in field exercise	6
2. Infantry Drill Regulations (practical): Command of a company, alone and in battalion, in drill and in field exercise	6
3. Infantry Drill Regulations (practical): Command of a battalion, in drill and in field exercise	6
4. Minor Tactics (map exercise): Exercises similar to those in "Small Problems for Infantry"	5
5. Minor Tactics (map exercise): Based on "Studies in Minor Tactics, 1915," and involving the command of a company	5
6. Minor Tactics (map exercise) Based on "Studies in Minor Tactics, 1915," and involving the command of a battalion	5
7. Information and security (oral or written): Based on Field Service Regulations and Infantry Drill Regulations	3
8. Combat—Infantry only (oral or written): Based on Infantry Drill Regulations	3
9. Combat (oral or written): Based on Field Service Regulations and Infantry Drill Regulations	3

Subject.	Relative weight.
10. Marches and camps (oral or written): Based on Field Service Regulations and Infantry Drill Regulations	3
11. Verbal and dictated orders (map or terrain exercise): Based on Field Service Regulations and "Studies in Minor Tactics, 1915"	5
12. Topography (practical): Map reading	3
13. Topography (practical): Topographic sketch	3
14. Intrenchments (oral or written): Based on Infantry Drill Regulations and Notes on Field Fortification	3
15. Estimating distances (practical)	2
16. Theoretical principles of individual practice (oral or written): Based on Small-Arms Firing Regulations	3
17. Theoretical principles of combat firing (oral or written): Based on Small-Arms Firing Regulations and "Synopsis of the Rifle in War"	4
18. Personal hygiene (oral or written): Care of men in camp and on the march	4
19. Camp sanitation (oral or written)	4
20. Administration (oral or written): The routine reports, returns and rolls of a company	3
21. Administration (oral or written): Correspondence, papers, etc., pertaining to the administration, supply, and messing of a company	4
22. Manual of Interior Guard Duty (oral or written): Duties of officers and enlisted men	2
23. Manual of Interior Guard Duty (oral or written): Duties of officers, including commanding officers	2
24. Military law (oral or written): Duties of a member of a court-martial	2
25. Military law (oral or written): Based on Manual for Courts-Martial	3
26. Practical efficiency. (The relative weight for practical efficiency will be 25 per cent of the total of other subjects. The mark will be based on the ability or probable ability of the applicant to handle men and perform well the other normal duties of an officer.)	

(*b*) *Table showing subjects in which applicants shall be examined.*

Grade.	Subject (numbers refer to above list).
Second lieutenant, original appointment	1 4 12 15 16 22 26
First lieutenant, for promotion to	1 4 7 8 13 15 16 20 24 26
First lieutenant, original appointment	1 4 7 8 12 13 15 16 20 22 24 26
Captain, for promotion to	2 5 9 10 14 17 18 21 25 26
Captain, original appointment	2 4 5 7 9 10 12 14 17 18 21 25 26
Major, for promotion to	3 6 9 10 11 19 23 25 26
Major, original appointment	2 3 5 9 10 11 14 17 19 23 25 26

Cavalry.

59. *General scope of examination.*

(*a*) *Subjects and relative weight of each.*

Subject.	Relative weight.
1. Cavalry Drill Regulations (practical): Command of a squad and a platoon, alone and in the troop, in drill and in field exercise	6
2. Cavalry Drill Regulations (practical): Command of troop alone and in the squadron, in drill and in field exercise	6
3. Cavalry Drill Regulations (practical): Command of a squadron, in drill and in field exercise	6
4. Minor Tactics (map exercise): Exercises similar to those in "Small Problems for Infantry"	5
5. Minor Tactics (map exercise): Based on "Studies in Minor Tactics, 1915," and involving the command of a troop	5
6. Minor Tactics (map exercise): Based on "Studies in Minor Tactics, 1915," and involving the command of a squadron	5
7. Information and security (oral or written) Field Service Regulations	3
8. Combat (oral or written): Based on Cavalry Drill Regulations	3
9. Combat (oral or written): Based on Field Service Regulations and Cavalry Drill Regulations	3
10. Marches and camps (oral or written): Based on Field Service Regulations and Cavalry Drill Regulations	3

Subject.	Relative weight.
11. Verbal and dictated orders (map or terrain exercise): Based on Field Service Regulations	5
12. Topography (practical): Map reading	3
13. Topography (practical): Topographical sketch	3
14. Estimating distances (practical)	2
15. Theoretical principles of individual practice (oral or written): Based on Small Arms Firing Regulations	3
16. Theoretical principles of combat practice (oral or written): Based on Small Arms Firing Regulations and "Synopsis of the Rifle in War"	4
17. Personal hygiene (oral or written): Care of individuals in camp and on the march	4
18. Camp sanitation (oral or written)	4
19. Administration (oral or written): Routine reports, returns, and rolls of a troop	3
20. Administration (oral or written): Correspondence papers, etc., pertaining to the supply and administration of a troop	4
21. Manual of Interior Guard Duty (oral or written): Duties of officers and enlisted men	2
22. Manual of Interior Guard Duty (oral or written): Duties of officers, including commanding officers	2
23. Military law (oral or written): Manual for Courts-Martial—Duties of members of courts-martial	2
24. Military law (oral or written): Manual for Courts-Martial	3
25. Hippology (oral or written): The Cavalry horse; nomenclature; conformation; examination for soundness; age of horses; endurance of horses; bits, bitting, and training; saddles; seats, transportation of horses; the horse's foot; stable management; forage	3
26. Practical efficiency. (The relative weight for practical efficiency will be 25 per cent of the total assigned other subjects. The mark will be based on the ability or probable ability of the applicant to handle men and perform well the other normal duties of an officer.)	

(*b*) *Table showing subjects in which applicants shall be examined.*

Grade.	Subject (number refers to above list).
Second lieutenant, original	1 4 12 14 21 25 26
First lieutenant, promotion to	1 4 7 8 13 14 15 19 23 25 26
First lieutenant, original	1 4 7 8 12 13 14 15 19 21 22 25 26
Captain, promotion to	2 5 9 10 16 17 20 24 25 26
Captain, original	2 4 5 7 9 10 12 16 17 20 24 25 26
Major, promotion to	3 6 9 10 11 18 22 24 25 26
Major, original	2 3 5 9 10 11 16 18 22 24 25 26

Field Artillery.

60. *General scope of examination.*

(*a*) *Subjects and relative weight of each.*

DRILL REGULATIONS, 1917 (ORAL OR PRACTICAL OR BOTH).

Subject.	Relative weight.
1. Vol. 1, Part II, dismounted instruction	2
2. Vol. 1, Part III, mounted instruction	2
3. Vol. 2, Part IV, the battery mounted	2
4. Vol. 2, Part V, care and conditioning of horses	2
5. Vol. 2, Part VI, care and maintenance of equipment. (Also ammunition and matériel, handbook, 3-inch matériel, O. D.)	2
6. Vol. 3, Part IX, chapters 1–3, inclusive, service of the piece	2
7. Vol. 3, Part IX, chapters 4–6, inclusive, Field Artillery fire	2
8. Vol. 4, Part X, chapter 1, principles, orders, etc	2
9. Vol. 4, Part X, chapter 2, information service	2
10. Vol. 4, Part X, chapters 3–8, inclusive, reconnaissance, selection, and occupation of position by a battery	2
11. Same as 10—reconnaissance, selection, and occupation of a position by a battalion	2

MINOR TACTICS (ORAL, WRITTEN, OR FIELD, OR MAP EXERCISES).

12. Combat: Conduct of a battery on the march, in action, and camp	5
13. Combat: Conduct of a battalion on the march, in action, and camp	5

MISCELLANEOUS.

Subject.	Relative weight.
14. Drill Regulations, Field Artillery, 1917, volume 4, chapter 12, transportation by rail and water	2
15. Topography (practical): Map reading	3
16. Topography (practical): Topographic and panoramic sketch	3
17. Personal hygiene and camp sanitation (oral or written)	4
18. Administration (oral or written): Routine reports, returns, and rolls of a battery	3
19. Manual of interior guard duty (oral or written)	2
20. Military law (oral or written): Based on Manual for Courts-Martial	3

21. Practical efficiency. (The relative weight for practical efficiency will be 25 per cent of the total of other subjects. The mark will be based on the ability or probable ability of the applicant to handle men and perform well the other normal duties of an officer.)

(*b*) *Table showing subjects in which applicants shall be examined.*

Grade.	Subject (numbers refer to above list).
Second lieutenant, original appointment	1 5 6 8 15 19 21
First lieutenant, for promotion to	2 3 4 5 6 7 8 9 10 12 16 17 18 20 21
First lieutenant, original appointment	1 2 3 4 5 6 7 8 9 10 12 15 16 17 18 19 20 21
Captains, for promotion to	3 4 7 8 9 10 12 14 18 21
Captains, original appointment	1 2 3 4 5 6 7 8 9 10 12 14 15 16 17 18 19 20 21
Majors, for promotion to	7 8 11 13 14 21
Majors, original appointment	1 2 3 4 5 6 7 8 9 11 13 14 15 17 19 20 21

Coast Artillery Corps.

61. *General scope of examination.*

(*a*) *Subjects and relative weight of each.*

Subject.	Relative weight.
1. Drill Regulations for Coast Artillery (theoretical and practical): Duty as a range officer and an emplacement officer	6

Subject.	Relative weight.
2. Drill Regulations for Coast Artillery (theoretical and practical): Command of a battery command	6
3. Drill Regulations for Coast Artillery (theoretical and practical): Command of a fire or fort command	6
4. Infantry Drill Regulations (practical): Command of a squad and a platoon, alone and in company, in drill and in field exercise	2
5. Infantry Drill Regulations (practical): Command of a company, alone and in battalion, in drill and in field exercise	2
6. Infantry Drill Regulations (practical): Command of a battalion in drill and in field exercise	2
7. Information and security (oral or written): Based on Field Service Regulations and Infantry Drill Regulations	3
8. Marches and camps (oral or written): Based on Field Service Regulations and Infantry Drill Regulations	3
9. Topography (practical): Map reading	3
10. Topography (practical): Topographic sketch	3
11. Intrenchments (oral or written): Based on Infantry Drill Regulations and notes on field fortification	3
12. Personal hygiene (oral or written): Care of men in camp and on the march	4
13. Camp sanitation (oral or written)	4
14. Administration (oral or written): The routine reports, returns, and rolls of a company	3
15. Administration (oral or written): Correspondence, papers, etc., pertaining to the administration, supply, and messing of a company	4
16. Manual of Interior Guard Duty (oral or written): Duties of officers and enlisted men	2
17. Manual of Interior Guard Duty (oral or written): Duties of officers, including commanding officer	2
18. Military law (oral or written): Duties of a member of a court-martial	2
19. Military law (oral or written): Based on Manual for Courts-Martial	3
20. Storage and care of explosives (oral or written): Based on Drill Regulations for Coast Artillery	4

Subject.	Relative weight.
21. Elementary electricity (oral or written): Theoretical electricity to include fundamental laws and units; measurement of voltage, current, resistance; general principles of cells, storage batteries, generators, and motors	6
22. Elementary mechanical and electrical engineering (oral and practical): Including elementary and applied mechanics; care and operation of steam boilers, steam engines, and internal-combustion engines; theory, care, and operation of generators, motors, storage batteries, telephones, and searchlights	6
23. Mathematics (oral or written): Algebra, geometry, and trigonometry, to include the solution of plane triangles and the use of logarithms	4
24. Practical efficiency. (The relative weight for practical efficiency will be 25 per cent of the total of other subjects. The mark will be based on the ability or probable ability of the applicant to handle men and perform well the other normal duties of an officer.)	

(*b*) *Table showing subjects in which applicants shall be examined.*

Grade.	Subject (numbers refer to above list).
Second lieutenant, original appointment	1 4 9 16 21 23 24
First lieutenant, for promotion to	1 4 7 10 12 13 14 18 20 24
First lieutenant, original appointment	1 4 7 9 10 12 13 14 16 18 20 21 23 24
Captain, for promotion to	2 5 8 11 12 13 15 19 20 22 24
Captain, original appointment	2 5 7 8 9 11 12 13 15 16 19 20 22 23 24
Major, for promotion to	3 6 8 12 13 17 19 20 22 24
Major, original appointment	2 3 5 6 8 11 12 13 17 19 20 22 23 24

ENGINEERS.

62. *Classes of duty for which candidates will be examined.*—Candidates for appointment in the Reserve Corps of Engineers will be examined either (*a*) for duty with combatant Engineer troops or other duties in the service of the front or (*b*) for

special service on the lines of communications or other points in rear, including engineer work in connection with seacoast defenses, as hereinafter indicated. Officers appointed under (*b*) will not ordinarily be assigned to combatant duties but will be subject to such assignment whenever needed.

63. *Age and military experience or training.*—Examining boards, when making recommendations in regard to any candidate examined and in determining whether or not he is qualified for the position for which he has applied, will take into consideration the age of the candidate in connection with his other qualifications. Military experience or training in the Regular Army, Volunteers, or National Guard, or at training camps or educational institutions, will be noted and reported by the board and considered in making recommendations.

64. *Qualifications and examinations for reserve officers, service of the front.*—

(*a*) FOR FIRST AND SECOND LIEUTENANTS.

(1) The applicant must be an engineer in the active practice of his profession or some business immediately connected with, or concerned in, engineering matters.

(2) He must either hold or have qualified for the grade of junior engineer, civil, electrical, or mechanical or higher grade in the civil service, or he must be a graduate from an approved engineering college, or have been in the active practice of engineering for at least two years.

(*b*) FOR CAPTAINS.

(1) The applicant must be an engineer in the active practice of his profession or some business immediately connected with, or concerned in, engineering matters.

(2) He must either hold or be eligible for the grade of assistant engineer in the Engineer Department at Large, or a corresponding engineer grade in the civil service in another department of the Government service, or have held a commission in the Corps of Engineers of the Regular Army, or shall be a professional engineer not less than 28 years of age, who shall have been in the active practice of his profession for at least 8 years and have had responsible charge of work as principal

or assistant for at least 2 years. The graduation from a school of engineering of recognized reputation shall be considered as equivalent to two years' active practice.

(3) In addition to fulfilling the qualifications given in paragraphs (*b*) (1) and (*b*) (2), the candidate will be required to pass an examination on the following subjects:

Drill regulations, Parts I (to include school of the company) and II, Infantry drill regulations.

Field service regulations, Parts I and II (Articles I, II, IV, VI).

Engineer field manual, Part V.

(*c*) FOR MAJORS.

(1) The applicant must be an engineer in the active practice of his profession or some business immediately connected with, or concerned in, engineering matters.

(2) He must hold the grade of assistant engineer in the Engineer Department at Large, or corresponding engineer grade in the civil service in another department, or have held a commission in the Corps of Engineers of the Regular Army not more than two grades below that for which he desires to be listed, or shall be a professional engineer not less than 35 years of age, and shall have been in the active practice of his profession for 15 years, who shall have had responsible charge of work for at least 5 years, and shall be qualified to design as well as to direct engineering work. Graduation from a school of engineering of recognized reputation shall be considered as equivalent to two years of active practice.

(3) In addition to fulfilling the qualifications given in paragraphs (*c*) (1) and (*c*) (2), the candidate will be required to pass an examination on the following subjects:

	Relative weights.
Drill regulations, Parts I (school of the company and battalion only), II, III, Infantry drill regulations	4
Field service regulations, entire text	2
Duties of Engineer officers and troops in war, as illustrated in the Engineer Field Manual and Bulletin No. 4, Vol. I, of the office of the Chief of Staff	3
Cooperation between the various arms of the service, as illustrated in "Technique of Modern Tactics" (Bond and McDonough), Chapters VIII, IX, XI, and XII	2

All examinations will be oral.

65. *Qualifications and examinations for reserve officers, special services.*—

(*a*) *Qualifications.*—Candidates desiring appointment in special services shall have the qualifications in the various grades as listed under paragraph 64 (*a*) (1), (*a*) (2), (*b*) (1), (*b*) (2), (*c*) (1), and (*c*) (2) for service of the front, and in addition must be qualified for at least one of the duties assigned to the Corps of Engineers by the following extracts from Army Regulations:

"1493. The duties of the Corps of Engineers comprise reconnoitering and surveying for military purposes, including the laying out of camps; the preparation of military maps of the United States and its possessions, including cooperation with other Government and private mapping agencies, and in field operations, of maps of the theater of operations; selection of sites and formation of plans and estimates for military defenses; construction and repair of fortifications and their accessories; the supervision of the location of all buildings in or within 1 mile of any fortification; the installation of electric power plants and electric power cable connected with seacoast batteries, and furnishing the necessary electrical supplies connected therewith; planning and superintending of defensive or offensive works of troops in the field; examination of routes of communications for supplies and for military movements; construction and repair of military roads, railroads, and bridges; military demolitions; execution of river and harbor improvements assigned to it; and such other duties as the President or Congress may order. It collects, arranges, and preserves all correspondence, reports, memoirs, estimates, plans, drawings, such deeds and titles as relate to the Washington Aqueduct and public buildings and grounds in the District of Columbia, and models which concern or relate in any wise to the several duties above enumerated.

"In time of actual or threatened hostilities, within the theater of operations, it has charge of the location, design, and construction of wharves, piers, landings, storehouses, hospitals, and other structures of general interest; and of the construction, maintenance, and repair of roads, ferries, bridges, and incidental structures; and of the construction, maintenance, and operation of railroads under military control, including the con-

struction and operation of armored trains. (C. A. R., No. 46, Oct. 2, 1916.)"

(*b*) *Basis of recommendations of examining boards.*—Candidates will not be required to undergo oral or written examination on professional or military subjects, but they will be required to appear before the examining boards and to undergo the prescribed physical examination. Candidates will submit evidence of their actual employment in corresponding or higher positions in civil life and references to persons under whom they have been or are employed. The boards will communicate with such persons and with any others that they deem fit, and upon all the evidence submitted or otherwise obtained will base their recommendations and recommend the appropriate grades for which they deem the successful candidates qualified.

(*c*) *Special qualifications or training.*—Reserve officers of this class, whose duties will not, as a rule, require their services at the front, but who will ordinarily be employed on the lines of communication, are needed with special qualifications or training in the following civilian occupations:

(1) *Civil engineers.*—This class includes: General construction engineers, for the design, construction, and maintenance of earth and concrete fortifications, wharves, piers, and buildings of all kinds; highway engineers, for the layout, construction, and maintenance of roads and trails on lines of communication or in other localities, including highway bridges of all kinds, ferries, fords, etc.; sanitary engineers, for the design, construction, maintenance, and operation of waterworks, sewage-disposal plants, etc., in connection with camps or localities occupied by troops within the zone of operations; topographical engineers, for making maps of all kinds within the actual or probable zone of operations and the training of topographical units for the front, including all kinds of map reproduction, especially photolithography.

(2) *Electrical engineers.*—This class will be required for services such as the following: Design, construction, maintenance, and operation of electrical railways forming a part of the lines of communication, including the power plants connected therewith, the installation and operation of electric plants at seacoast fortifications and such power plants as may be needed on the lines of communication, the operation and maintenance of searchlights and other electrical equipment used in

the protection of places on the lines of communication or other places not at seacoast fortifications, the training of troops in the care and operation of searchlights for the service of the front, the repair of searchlights and other electrical equipment used by troops at the front.

(3) *Railroad engineers and operating officials.*—This class requires all those engineers and operating officials ordinarily included in the organization of a commercial railroad system, including: Engineers for the location and construction of track, bridges, stations, etc.; engineers and officials for the maintenance of same, including wrecking operations; operating officials such as general managers, superintendents, etc.

(4) *Mechanical engineers.*—This class will be required for such services as the installation and operation of machine shops for the maintenance and repair of railroad or other engineer equipment used on the lines of communication and for the design, maintenance, and repair of engineer equipment used by the combatant troops at the front, including the field railways.

(5) *Mining engineers.*—This class will be required for such services as the construction of fortifications on the lines of communication or other places removed from the front and in the training of troops for service at the front in sapping and mining operations and in use of explosives.

Signal Corps.

66. *Classes of duty for which candidates will be examined.*—Candidates for appointment in the Signal Officers' Reserve Corps will be examined for duty in the following three classes:

(*a*) The Signal Corps field organizations.

(*b*) Special service in connection with the installation and operation of telephone, telegraph, and radio systems; the laying of deep-sea cables; the design and supply of electrical equipment used in transmission of information, etc.

(*c*) The aviation section.

67. *Qualifications and examinations for reserve officers, Signal Corps field organizations.*—

(*a*) for first lieutenants.

An applicant for position as first lieutenant in the Signal Corps field organizations must ordinarily be a graduate of an

approved technical or electrical school, with not less than two years of active practice in his profession; or have qualified for the grade of radio engineer or assistant radio engineer or electrical engineer or assistant electrical engineer in the civil service, with not less than two years of active practice in his profession; or have been for the past four years actively engaged in one of the above professions or in electrical work, the nature of which would fit him for duty with Signal Corps organizations. Military experience or training in the Regular Army, Volunteers, or National Guard, or at training camps or educational institutions will be given due consideration and noted and reported in the proceedings. Documentary evidence will be scrutinized with care and additional information may be gained by personal questions or by procuring additional documentary or oral evidence.

(*b*) FOR CAPTAINS AND MAJORS.

In addition to the qualifications required for appointment as first lieutenant, applicant will be examined in the following subjects:

Army Regulations: Such portions as specially pertain to the Signal Corps (this includes paragraphs given in Index, Army Regulations, pp. 395–396, under the following headings: Signal Corps; Signal Corps Aviation School; Signal Corps officers; Signal Corps sergeants; Signal Corps supply; Signaling; Signal parties; Signal stations).

Field service regulations, entire text.

Drill regulations for Signal Troops, entire text.

Manual for courts-martial, entire text.

Topography (practical), map reading and field sketching.

Telegraph, telephony, and signaling, sufficient practical knowledge required for duties in connection with the establishing by troops and operation of lines of communication.

68. *Qualifications for reserve officers, special services*—

FOR FIRST LIEUTENANTS, CAPTAINS, AND MAJORS.

No oral or professional examinations will be required. Applicants will submit evidence of their actual employment in civil life and references of persons under whom they have been or are employed or with whom associated. The documentary

evidence should bear on the question of their fitness for the duties they may be called upon to perform in the military service, should they be commissioned therein. Examining boards will investigate the documentary evidence submitted and may obtain additional evidence by questioning the candidate or otherwise. Upon all the evidence considered, the board will base recommendations as to the grades for which they deem the successful applicants qualified. Military experience or training in the Regular Army, Volunteers, or National Guard, or at training camps or educational institutions will be noted and given proper consideration.

The Aviation Section.

69. *Qualifications for reserve officers—*

FOR FIRST LIEUTENANTS, CAPTAINS, AND MAJORS.

The requirements will be those indicated in class B. At the discretion of the board, applicants may be required to demonstrate their qualifications by practical test or otherwise. For the special services of the Aviation Section, reserve officers procured from civilians engaged in the following occupations will be needed:

Aviators.
Balloonists.
Aeroplane designers.
Motor designers.
Experts in aero photography and radio communications.
Aeronautical engineers.

Adjutant General's Department.

70. *Subjects and scope of examination—*

FOR ALL OFFICERS.

Administration (oral).—Army Regulations, in the discretion of the board, special importance being attached to the portions relating to the usual duties of the officers of the Adjutant General's Department, including the subjects of "Military corre-

spondence," "Orders," "Muster rolls," "Returns of troops," and "Records."

Military law (oral).—Manual of Courts-Martial (official).

Field-service regulations (oral).—Entire text.

INSPECTOR GENERAL'S DEPARTMENT.

71. *Subjects and scope of examination*—

FOR ALL OFFICERS.

Administration (oral).—Army Regulations, in the discretion of the board, special attention being devoted to the articles "Inspector General's Department," "Money accountability," and "Public property."

Drill regulations of the three arms (oral).—Same as for company, troop, battery, and field officers.

Field-service regulations (oral).—Entire text.

Military law (oral).—Manual of Courts-Martial (official). Instructions for the government of armies of the United States in the field (Rules of Land Warfare, with its appendices).

Tables of organization.—Complete.

Equipment manuals.—All branches.

Rules of evidence.—To the extent that they are set forth in textbooks on military law.

At least one year's active service as an officer with some branch of the line of the Army, the Volunteers, or the National Guard.

QUARTERMASTER CORPS.

72. *Classes of duty for which applicants will be examined.*—Applicants for the quartermaster section will be examined either for duties that require—

(*a*) Administrative knowledge of a technical military nature relating to Quartermaster Corps duties. (Theater of operations.)

(*b*) Special services of a business or professional nature requiring no special military knowledge. (Service of the interior.)

The first class will receive a mental examination to test their fitness for the peculiar services required. The second class will not be subject to mental examination.

73. *Mental examination.*—For majors and captains whose duties are connected with the service of the theater of operations:

Administration.—Oral and practical. The Manual for the Quartermaster Corps.

General duties.—United States Army Transport Service Regulations, 1914, and circulars of the Quartermaster General's Office relating to supplies, payment, and services. The Manual for the Quartermaster Corps.

Blanks should be furnished and the applicant required to exemplify their use in the preparation of contracts, bonds, returns, accounts current, bills of lading, transportation requests, etc.

Military law (oral).—Manual of Courts-Martial. The law of war. Civil functions and relations of the military. Instructions for the government of armies of the United States in the field (Rules of Land Warfare, with its appendices).

Hippology (oral).—The Cavalry horse; draft horses and mules; inspection and purchase; care of; feeding; watering. Stables: Construction; lighting; ventilation. Forage: Kinds and relative value; inspection of; causes of deterioration; proper care of.

Transportation (oral).—By land (rail, wagon, and pack) and water. Care of animals on cars and transports. Construction and repairs of roads, railroads, bridges, etc.

74. *Qualifications.*—For majors and captains whose duties are connected with the service of the interior. (No mental examination required.)

Knowledge of and experience in one of the trades or lines of business listed below are required:

Railroad—

(*a*) Traffic manager, commerical.
(*b*) Accounting department, railroad, in official capacity.
(*c*) Operating department, railroad, in official capacity.
(*d*) Mechanical department, railroad, in official capacity.
(*e*) Other capacity, not named above, railroad.

Navigation companies and merchant vessels—

(*a*) As manager.
(*b*) As port captain.
(*c*) As superintending engineer.
(*d*) As marine superintendent.
(*e*) As inspector of construction and repairs.
(*f*) As estimator on marine repairs.
(*g*) As superintendent of docks, warehouses, etc.

Autotruck transfer companies, as an official.
Autotruck freight companies, as an official.
Warehouse and terminal companies, as an official.
Animal industry—
(*a*) Purchasing horses and mules.
(*b*) Shipping horses and mules.
(*c*) Breeding and raising horses and mules.
Wholesale feed and grain business, as an official.
Wagon, machine, or other factories, as an official.
Harness factory, as an official.
Autotruck repair shops or factories, as an official.
Automobile repair shops or factories, as an official.
Ship construction or repair firms, as an official.
Wholesale grocery business, as an official.
Wholesale clothing business, as an official.
Wholesale shoe business, as an official.
Clothing manufactory, as an official.
Shoe manufactory, as an official.
Hat manufactory, as an official.
Autotruck manufactory, as an official.
Packing houses or factories, as an official.
Shop management and its nature, as an official.
Official of large restaurant or hotel company.
President, secretary, or manager of any large business, whatever its nature.
Official of any department of a large business.
Building company.
Construction company.
Civil engineering.
Mechanical engineering.
Sanitary engineering.
Electrical engineering.
Structural engineering.
Banks or banking firms or corporations, as an official.
Financial or cashier departments of railroads or other transportation companies, corporations, or other large business concerns, as an official.
As an official of any other industries or business not mentioned above that may make the applicant a desirable officer of the Quartermaster Corps in time of war.

An examining board will carefully consider the documentary evidence furnished the board by the applicant. It may gain additional information by personal questions as to his business experience and other pertinent matters. The board may also call for additional documentary or oral evidence bearing on the suitability of the applicant for a commission in the Quartermaster Section of the Officers' Reserve Corps.

NOTE.—Railway officials and engineers desiring to serve in connection with the construction, maintenance, and operation of railways in the theater of operations, i. e., under military control, see Engineers.

ORDNANCE DEPARTMENT.

75. *Classification of reserve ordnance officers.*—Reserve ordnance officers will be divided into two classes. Class 1 will include officers required for field duty; class 2, officers required for technical duty.

CLASS 1.

76. *Duties.*—Officers of this class will be assigned to duty as divisional ordnance officers and for duty with ordnance depots along the line of communications, points of embarkation, and bases of operation.

77. *Mental examination may be waived.*—Examining boards may, in their discretion, waive the requirements of the mental examination and confine their examination to an investigation of the military and business experience of the applicant. In no case, however, may the physical examination be waived.

78. *Subjects of mental examination.*—In cases where the mental examination is not waived the examination will consist of the following:

(*a*) FOR CAPTAINS AND FIRST LIEUTENANTS.

Administration (oral).—Army Regulations and important general orders, in the discretion of the board, special attention being devoted to articles 1–5, 9–13, and 29–32, all inclusive, and articles 39, 40, 50–56, 60, 61, 76, A. R., 1913; also Ordnance Regulations, 1907, and Ordnance Property Regulations, 1909.

Small Arms Firing Regulations (oral).—Same as for company officers of Infantry.

Duties of ordnance officers (oral or written).—(*a*) General war plans of the Ordnance Department; practical duties of ordnance officers in the field, including minor repairs of arms and equipment. (*b*) Practical knowledge of the arms, ammunition, and equipments of Infantry, Cavalry and Field Artillery.

(*b*) FOR MAJORS.

The examination will be the same as the foregoing, but the board will, in addition, inquire into the business capacity of the applicant and his experience in handling affairs and men. The examination under "Administration" and "Duties of ordnance officers" will also be more extended than for the grades of captain and first lieutenant, by reason of the greater responsibility pertaining to the duties of officers of field rank.

CLASS 2.

79. *Duties.*—Officers of this class will usually be assigned to technical duties in connection with—

(*a*) Manufacturing operations at arsenals and armories.

(*b*) The inspection of material being procured from private plants.

(*c*) Investigative work, either of ordnance matériel or of raw material.

80. *Qualifications and examinations.*—

(*a*) FOR CAPTAINS AND FIRST LIEUTENANTS.

For this class of ordnance officers it is desired to have mechanical engineers, chemical engineers specially qualified in explosive chemistry, and metallurgical engineers; also men with special knowledge of the manufacture of leather goods and cloth material. Applicants should preferably be graduates of a recognized college or university, and should have had sufficient experience in the manufacture or investigation of ordnance material to qualify them to take up at once such duties in the Ordnance Department. No oral or written examination will be given in these cases, but the examining board will investigate thoroughly the education, training, and experience of the applicant, and weight will be given to the indorsements of the principal engineering societies. In no case will the physical examination be waived.

(*b*) FOR MAJORS.

The examination will be the same as the foregoing, but the board will, in addition, inquire into the business capacity of the applicant and his experience in handling affairs and men. The examination under "Administration" and "Duties of ordnance officers" will also be more extended than for the grades of captain and first lieutenant, by reason of the greater responsibility pertaining to the duties of officers of field rank.

MEDICAL DEPARTMENT.

(Examinations will be conducted under special instructions from the Surgeon General.)

81. *Classes of duty for which applicants will be examined.*—Applicants for appointment in the Medical Reserve Corps will be examined with reference to their qualifications for general duty with field troops, or for duty with establishments on lines of communication or other points in the rear, where only those having specialties in medicine and surgery could be most suitably employed. Officers examined and appointed with a view to special practice will not ordinarily be assigned to duties in the zone of the advance, but will be subject to such assignment when needed.

82. *Character and scope of examination.*—The character and scope of the examinations will be such as to determine the applicant's physical and professional fitness for the duties he will be called upon to perform in time of war. They may be either oral and practical, or written, or both, and will embrace such subjects as the board may deem necessary to determine the applicant's fitness for active service, subject to the Surgeon General's instructions.

JUDGE ADVOCATE GENERAL'S DEPARTMENT.

83. *Subjects and scope of examination*—

FOR ALL OFFICERS.

Constitutional law.
International law.
Military law (Manual for Courts-Martial).

Military Government and Martial Law (Birkhimer).

Rules of Land Warfare (Government Printing Office, 1914).

Acts of Congress relating to the military establishment of the United States, special importance being attached to Chapter III (Department of War); Chapter XVII (Judge Advocate General's Department—Military prisons); Chapter XXVI (Enlisted men), and Chapter XXXIV (Employment of military force), of the "Military Laws of the United States" (Government Printing Office, 1915); and to the militia act of January 21, 1903 (32 Stat., 775), as amended by an act of May 27, 1908 (35 Stat., 399); the Volunteer Army act of April 25, 1914 (38 Stat., 347); the national defense act of June 3, 1916 (Pub. No. 85); and the Articles of War (Army appropriation act of Aug. 29, 1916, Pub. No. 242).

Appendix I.

LIST OF TEXTBOOKS RECOMMENDED.

Such of the following publications as are applicable are recommended for study by persons preparing for examination:

*Army Regulations.

* Drill Regulations.

* Small Arms Firing Manual.

* Manual of Interior Guard Duty.

* Manual for Courts-Martial.

* Field Service Regulations; Tables of Organization.

A Treatise on the Military Law of the United States—Davis.

* Rules of Land Warfare, War Department.

Military Sketching and Map Reading—Grieves.

* Instruction pamphlets issued by the Ordnance Department bearing on Coast Artillery matériel.

Ordnance and Gunnery—Lissak.

Artillery Notes.

Military Explosives—Weaver.

Elements of Electrical Engineering (D. C.)—Franklin and Esty.

Internal Combustion Engines—Carpenter and Deidrichs.

Power and Power Transmission—Kerr.

Armor and Ships—Journal United States Artillery.

Theory and Practice of Surveying—Johnson.

The Storage Battery—Treadwell.

Lessons in Practical Electricity—Swope.

* United States Signal Corps publications.

Article on coast defense—Journal of the United States Artillery, November and December, 1904.

International Law, Elements—Davis.

* Instruction pamphlets issued by the Ordnance Department bearing on Field Artillery matériel.

* Revised Statutes of the United States and acts of Congress affecting the Military Establishment.

* Engineer Field Manual.

Hygiene—Ashburn.

Synopsis of Rifle in War—Army Service Schools.

Studies in Minor Tactics, 1915—Army Service Schools.

Small Problems for Infantry—Bjornstad, Army Service Schools.

Field Equipment Manual for Individuals and Organizations of an Infantry Regiment—Conley.

Company Administration and Supply Manual—Baer.

Notes on Field Fortification, Army Field Engineers School, 1916.

Manual of Equitation, Mounted Service Schools.

NOTE.—Books marked with an asterisk (*) are Government publications and can be purchased from the superintendent of documents, Government Printing Office, Washington, D. C. The other books may be obtained through the Book Department, Army Service Schools, Fort Leavenworth, Kans., or the United States Infantry Association, Union Trust Building, Washington, D. C.

Appendix II.

FORM OF LETTER OF APPLICATION FOR EXAMINATION FOR COMMISSION IN OFFICERS' RESERVE CORPS.

(Under sec. 37, act June 3, 1916.)

———, ———, 19—.

The ——— ———,

——— ———.

Sir: I have the honor to apply for examination for a commission in the [1] ———, Officers' Reserve Corps, organized under the authority of Congress.

I have served —— years in [2] ———.

Discharged, } ———
Resigned, } Date.

I have pursued a regular course of instruction for —— years in [3] ———. I graduated in the year —— from [4] ———, after having creditably pursued the course of military instruction therein provided.

I was born ———, ———, and am a citizen of the United States. My business is [5] ———. My business experience has been as follows: [5] ———, ———.

I inclose letters of recommendation and addresses of citizens who know me as follows: ———, ———.

Respectfully,

———, ———,

———, ———.

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[1] Insert branch of service or staff corps or department, as Cavalry, Field Artillery, Coast Artillery, Infantry, Quartermaster Corps, etc. The grade for which a successful applicant is qualified will be determined by the War Department on the record.

[2] Insert service in Regular Army of the United States or Volunteer forces of the United States or Organized Militia of any State, Territory, or District of Columbia; also state in what capacity.

[3] Insert name and location of the school or college.

[4] Insert the name and location of the educational institution to which an officer of the Army or Navy has been detailed as superintendent or professor pursuant to law.

[5] Specifically in what official capacity.

The correctness of the statements above made was sworn to and subscribed before me, ———, 19—.

[1]——— ———,

——— ———.

NOTE.—The foregoing is the form to be followed in applying for examination, and is to be addressed to the adjutant of the department in which the applicant lives, or The Adjutant General of the Army, or the head of the staff corps or department concerned.

[1] Oath to be taken before, and signature to be made by, officer authorized by law to administer oaths.

Appendix III.

PROVISIONS OF THE NATIONAL DEFENSE ACT.

The following provisions of an act approved June 3, 1916, "For making further and more effectual provisions for the national defense, and for other purposes," and regulations prescribed by the President to carry the same into effect are published for the information and guidance of all concerned:

"Sec. 37. *The Officers' Reserve Corps.*—For the purpose of securing a reserve of officers available for service as temporary officers in the Regular Army, as provided for in this act and in section eight of the act approved April twenty-fifth, nineteen hundred and fourteen, as officers of the Quartermaster Corps and other staff corps and departments, as officers for recruit rendezvous and depots, and as officers of volunteers, there shall be organized, under such rules and regulations as the President may prescribe not inconsistent with the provisions of this act, an Officers' Reserve Corps of the Regular Army. Said corps shall consist of sections corresponding to the various arms, staff corps, and departments of the Regular Army. Except as otherwise herein provided, a member of the Officers' Reserve Corps shall not be subject to call for service in time of peace, and whenever called upon for service shall not, without his consent, be so called in a lower grade than that held by him in said reserve corps.

"The President alone shall be authorized to appoint and commission as reserve officers in the various sections of the Officers' Reserve Corps, in all grades up to and including that of major, such citizens as, upon examination prescribed by the President, shall be found physically, mentally, and morally qualified to hold such commissions: *Provided*, That the proportion of officers in any section of the Officers' Reserve Corps shall not exceed the proportion for the same grade in the corresponding arm, corps, or department of the Regular Army, except that the number commissioned in the lowest authorized

grade in any section of the Officers' Reserve Corps shall not be limited.

"All persons now carried as duly qualified and registered pursuant to section twenty-three of the act of Congress approved January twenty-first, nineteen hundred and three, shall, for a period of three years after the passage of this act, be eligible for appointment in the Officers' Reserve Corps in the section corresponding to the arm, corps, or department for which they have been found qualified, without further examination, except a physical examination, and subject to the limitations as to age and rank herein prescribed: *Provided*, That any person carried as qualified and registered in the grade of colonel or lieutenant colonel pursuant to the provisions of said act on the dates when this act becomes effective may be commissioned and recommissioned in the Officers' Reserve Corps with the rank for which he has been found qualified and registered, but when such person thereafter shall become separated from the Officers' Reserve Corps for any reason the vacancy so caused shall not be filled, and such office shall cease and determine.

"No person shall, except as hereinafter provided, be appointed or reappointed a second lieutenant in the Officers' Reserve Corps after he shall have reached the age of thirty-two years, a first lieutenant after he shall have reached the age of thirty-six years, a captain after he shall have reached the age of forty years, or a major after he shall have reached the age of forty-five years. When an officer of the Reserve Corps shall reach the age limit fixed for appointment or reappointment in the grade in which commissioned he shall be honorably discharged from the service of the United States, and be entitled to retain his official title and, on occasions of ceremony, to wear the uniform of the highest grade he shall have held in the Officers' Reserve Corps: *Provided*, That nothing in the foregoing provisions as to the ages of officers shall apply to the appointment or reappointment of officers of the Quartermaster, Engineer, Ordnance, Signal, Judge Advocate, and Medical sections of said Reserve Corps.

"One year after the passage of this act the Medical Reserve Corps, as now constituted by law, shall cease to exist. Members thereof may be commissioned in the Officers' Reserve Corps, subject to the provisions of this act, or may be honorably discharged from the service. The Secretary of War may in time of peace order first lieutenants of the medical section of the

Officers' Reserve Corps, with their consent, to active duty in the service of the United States in such numbers as the public interests may require and the funds appropriated may permit, and may relieve them from such duty when their services are no longer necessary. While on such duty they shall receive the pay and allowances, including pay for periods of sickness and leaves of absence, of officers of corresponding rank and length of active service in the Regular Army.

"The commissions of all officers of the Officers' Reserve Corps shall be in force for a period of five years unless sooner terminated in the discretion of the President. Such officers may be recommissioned, either in the same or higher grades, for successive periods of five years, subject to such examinations and qualifications as the President may prescribe and to the age limits prescribed herein: *Provided*, That officers of the Officers' Reserve Corps shall have rank therein in the various sections of said Reserve Corps according to grades and to length of service in their grades.

"SEC. 38. *The Officers' Reserve Corps in war.*—In time of actual or threatened hostilities the President may order officers of the Officers' Reserve Corps, subject to such subsequent physical examinations as he may prescribe, to temporary duty with the Regular Army in grades thereof which can not for the time being be filled by promotion, or as officers in volunteer or other organizations that may be authorized by law, or as officers at recruit rendezvous and depots, or on such other duty as the President may prescribe. While such reserve officers are on such service they shall, by virtue of their commissions as reserve officers, exercise command appropriate to their grade and rank in the organizations to which they may be assigned, and shall be entitled to the pay and allowances of the corresponding grades in the Regular Army, with increase of pay for length of active service, as allowed by law for officers of the Regular Army, from the date upon which they shall be required by the terms of their orders to obey the same: *Provided*, That officers so ordered to active service shall take temporary rank among themselves and in their grades in the organizations to which assigned according to the dates of orders placing them on active service; and they may be promoted in accordance with such rank to vacancies in volunteer organizations or to temporary vacancies in the Regular Army thereafter occurring in the or-

ganizations in which they shall be serving: *Provided further*, That officers of the Officers' Reserve Corps shall not be entitled to retirement or retired pay and shall be entitled to pension only for disability incurred in the line of duty and while in active service.

Any officer who, while holding a commission in the Officers' Reserve Corps, shall be ordered to active service by the Secretary of War shall, from the time he shall be required by the terms of his order to obey the same, be subject to the laws and regulations for the government of the Army of the United States in so far as they are applicable to officers whose permanent retention in the military service is not contemplated.

"SEC. 39. *Instruction of officers of the Officers' Reserve Corps.*—To the extent provided for from time to time by appropriations for this specific purpose, the Secretary of War is authorized to order reserve officers to duty with troops or at field exercises, or for instruction, for periods not to exceed fifteen days in any one calendar year, and while so serving such officers shall receive the pay and allowances of their respective grades in the Regular Army: *Provided*, That, with the consent of the reserve officers concerned, and within the limit of funds available for the purpose, such periods of duty may be extended for reserve officers as the Secretary of War may direct: *Provided further*, That in time of actual or threatened hostilities, after all available officers of any section of the Officers' Reserve Corps corresponding to any arm, corps, or department of the Regular Army shall have been ordered into active service, officers of Volunteers may be appointed in such arm, corps, or department as may be authorized by law: *Provided further*, That nothing herein shall operate to prevent the appointment of any officer of the Regular Army as an officer of Volunteers before all the officers of the Officers' Reserve Corps or any section thereof shall have been ordered into active service: *And provided further*, That in determining the relative rank and the right to retirement of an officer of the Regular Army, active duty performed by him while serving in the Officers' Reserve Corps shall not be reckoned.

"SEC. 40. *The Reserve Officers' Training Corps.*—The President is hereby authorized to establish and maintain in civil educational institutions a Reserve Officers' Training Corps, which shall consist of a senior division organized at universi-

ties and colleges requiring four years of collegiate study for a degree, including State universities and those State institutions that are required to provide instruction in military tactics under the provisions of the act of Congress of July second, eighteen hundred and sixty-two, donating lands for the establishment of colleges where the leading object shall be practical instruction in agriculture and the mechanic arts, including military tactics, and a junior division organized at all other public or private educational institutions, except that units of the senior division may be organized at those essentially military schools which do not confer an academic degree but which, as a result of the annual inspection of such institutions by the War Department, are specially designated by the Secretary of War as qualified for units of the senior division, and each division shall consist of units of the several arms or corps in such number and of such strength as the President may prescribe."

* * * * * * *

"SEC. 49. The President alone, under such regulations as he may prescribe, is hereby authorized to appoint in the Officers' Reserve Corps any graduate of the senior division of the Reserve Officers' Training Corps who shall have satisfactorily completed the further training provided for in section fifty of this act, or any graduate of the junior division who shall have satisfactorily completed the courses of military training prescribed for the senior division and the further training provided for in section fifty of this act, and shall have participated in such practical instruction subsequent to graduation as the Secretary of War shall prescribe, who shall have arrived at the age of twenty-one years and who shall agree, under oath in writing, to serve the United States in the capacity of a reserve officer of the Army during a period of at least ten years from the date of his appointment as such reserve officer, unless sooner discharged by proper authority; but the total number of reserve officers so appointed shall not exceed fifty thousand: *Provided*, That any graduate qualified under the provisions of this section undergoing a postgraduate course at any institution shall not be eligible for appointment as a reserve officer while undergoing such postgraduate course, but his ultimate eligibility upon completion of such postgraduate course for such appointment shall not be affected because of his having undergone such postgraduate course."

SEC. 50. When any member of the senior division of the Reserve Officers' Training Corps has completed two academic years of service in that division and has been selected for further training by the president of the institution and by its professor of military science and tactics, and has agreed in writing to continue in the Reserve Officers' Training Corps for the remainder of his course in the institution, devoting five hours per week to the military training prescribed by the Secretary of War, and has agreed in writing to pursue the courses in camp training prescribed by the Secretary of War, he may be furnished, at the expense of the United States, with commutation of subsistence at such rate, not exceeding the cost of the garrison ration prescribed for the Army, as may be fixed by the Secretary of War, during the remainder of his service in the Reserve Officers' Training Corps.

"SEC. 51. Any physically fit male citizen of the United States, between the ages of twenty-one and twenty-seven years, who shall have graduated prior to the date of this act from any educational institution at which an officer of the Army was detailed as professor of military science and tactics, and who, while a student at such institution, completed courses of military training under the direction of such professor of military science and tactics substantially equivalent to those prescribed pursuant to this act for the senior division, shall, after satisfactorily completing such additional practical military training as the Secretary of War shall prescribe, be eligible for appointment to the Officers' Reserve Corps and as a temporary additional second lieutenant in accordance with the terms of this act.

"SEC. 52. The President alone is hereby authorized to appoint and commission as a temporary second lieutenant of the Regular Army in time of peace for purposes of instruction, for a period not exceeding six months, with the allowances now provided by law for that grade, but with pay at the rate of $100 per month, any reserve officer appointed pursuant to sections forty-nine and fifty-one of this act and to attach him to a unit of the Regular Army for duty and training during the period covered by his appointment as such temporary second lieutenant, and upon the expiration of such service with the Regular Army such officer shall revert to his status as a reserve officer.

"SEC. 53. No reserve officer or temporary second lieutenant appointed pursuant to this act shall be entitled to retirement or to retired pay and shall be eligible for pension only for disability incurred in line of duty in active service or while serving with the Regular Army pursuant to the provisions of this act: *Provided*, That in time of war the President may order reserve officers appointed under the provisions of this act to active duty with any of the military forces of the United States in any grades not below that of second lieutenant, and while on such active duty they shall be subject to the Rules and Articles of War: *And provided further*, That The Adjutant General of the Army shall, under the direction and supervision of the Secretary of War, obtain, compile, and keep continually up to date all obtainable information as to the names, ages, addresses, occupations, and qualifications for appointment as commissioned officers of the Army, in time of war or other emergency, of men of suitable ages who, by reason of having received military training in civilian educational institutions or elsewhere, may be regarded as qualified and available for appointment as such commissioned officers."

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