SEPARATION UNDER AR 635-200

For use of this form, see FK Pam 635-200

DEPARTMENT OF THE ARMY

_____ (Office Symbol)

_____ (Date)

MEMORANDUM FOR _____

SUBJECT: Separation Under AR 635-200, Chapter _____ (Enter appropriate chapter)

1. *I have been advised by my consulting counsel of the basis for the contemplated action to separate me for _____ (reason(s)) under AR 635-200, Chapter _____, and its effects; of the rights available to me; and the effect of any action taken by me in waiving my rights. I understand that if I have 6 years of total active and reserve military service at the time of separation, under AR 635-200, Chapter _____, **(or I have been notified that I am subject to a characterization of service under other than honorable conditions),** I am entitled to have my case considered by an administrative separation board. **(I understand that if I have less than 6 years of total active and reserve service at the time of separation, I am not entitled to have my case heard by an administrative separation board unless I am being considered under other than honorable conditions.) (I understand that if I am being considered for separation under AR 635-200, Chapter 15 (homosexual conduct), I am entitled to have my case heard by an administrative separation board.)**

2. I ☐ request ☐ waive consideration of my case by an administrative separation board. **(This waiver ☐ does ☐ does not apply to my Reserve Officer status.) (I am a Reserve ☐ commissioned ☐ warrant officer. My Reserve grade is _____ and my date of appointment is _____).

3. ***I have been advised of my right to submit a conditional waiver of my right to have my case considered by an administrative separation board.

4. I ☐ request ☐ waive personal appearance before an administrative separation board.

5. Statements in my own behalf ☐ are ☐ are not submitted herewith (enclosure _____).

6. I ☐ request ☐ waive consulting counsel and representation by my ☐ military counsel and/or ☐ civilian counsel at no expense to the Government.

7. I understand that my willful failure to appear before the administrative separation board by absenting myself without leave will constitute a waiver of my rights to personal appearance before the board.

8. I understand that I may expect to encounter substantial prejudice in civilian life if a general discharge under honorable conditions is issued to me. ****I further understand that, as the result of issuance of a discharge under other than honorable conditions, I may be ineligible for many or all benefits as a veteran under both Federal and State laws and that I may expect to encounter substantial prejudice in civilian life.)** I understand that if I receive a discharge/character of service which is less than honorable, I may make application to the Army Discharge Review Board or the Army Board for Correction of Military Records for upgrading; however, I realize that an act of consideration by either board does not imply that my discharge will be upgraded.

DATA REQUIRED BY THE PRIVACY ACT OF 1974 (5 USC 552a)

AUTHORITY:	10 U.S.C 1169, 3013, 12313(a), and 12681; 42 U.S.C 10606 et seq.; DoD Directive 1030.1; and E.O. 9397 (SSN).
PURPOSE:	To be used by the commander exercising separation authority over you to determine approval or disapproval of the separation action.
ROUTINE USES:	Information provided in the statement is used by processing activities and the approval authority to determine what rights soldier desires to exercise and the offering of such rights as indicated. Upon completion of processing actions, the statement is filed in the MPRJ. So long as filed in the MPRJ, the personal information may be used by other appropriate Federal agencies and State and local government authorities where the use of the information is compatible with the purpose for which the information is collected.
DISCLOSURE:	Voluntary. If the information is not provided, the Army will complete processing using information available.

9. I understand that I may, up until the date the separation authority orders, directs, or approves my separation, withdraw this waiver and request that an administrative separation board hear my case.

10. *****I understand that if I am being considered for separation for fraudulent entry, my enlistment may be voided under certain circumstances and that all pay and allowances will be suspended immediately upon verification of the fraudulent entry.

11. I have retained a copy of this statement.

___ Encl(s)

_____
(Soldier's Signature)

_____
(Soldier's Typed Name, Grade, & SSN)

_____
(Date)

Having been advised by me of the basis for ☐ his ☐ her contemplated separation and its effects, the rights available to ☐ him ☐ her of a waiver of ☐ his ☐ her rights, _____, personnally made the choices indicated in the foregoing statement.
(Soldier's Name)

_____
(Counsel's Signature)

_____
(Counsel's Typed Name, SSN, Grade, Branch)

NOTES:

*If the soldier declines to consult with consulting counsel prior to waiving his or her rights, he or she will be advised to do so by his or her commander. If he or she persists in his or her refusal, insert as first sentence of paragraph 2, the following statement:

> **"Before completing this format, I have been afforded the opportunity to consult with appointed counsel for consultation; or military counsel of my own choice, if he or she is reasonably available; or civilian counsel at my own expense. I decline the opportunity."**

Separation action will then proceed as if the soldier had consulted with counsel. In all cases, except the above, consulting counsel will witness their statement and indicate that he or she is a commissioned officer of the Judge Advocate General's Corps.

**To be used if the soldier holds status as a Reserve commissioned or warrant officer.

***If the soldier desires to submit a conditional waiver of the right to have his or her case considered by an administrative separation board, use FK Form 9586-E.

****To be used if the member has been recommended for discharge for fraudulent entry, misconduct, or homosexual conduct.

*****To be used if the soldier is considered for separation for fraudulent entry.