

## Essential/New Accession Documents/Records

Form Name	Form Number	Title Subject	Officer/ Enlisted/ Both (O/E/B)	Remarks (Packet)
<b>DD</b>	<b>4</b>	<b>Enlistment/Reenlistment Record</b> <i>(also from other services)</i>	<b>B</b>	<b>Primary Document</b>
<b>DD</b>	<b>93</b>	<b>Record of Emergency Data</b>	<b>E</b>	<b>Primary Document</b>
DD	214	Rel Disch ACDU Cert <i>(also from other services)</i>	B	When Applicable
DD	215	Corr DD 214 <i>(also from other services)</i>	B	When Applicable
DD	220	Active Duty Report	E	When Applicable
DD	368	Request For Conditional Release	E	When Applicable
<b>DD</b>	<b>372</b>	<b>Request For Verification of Birth</b>	<b>E</b>	<b>Primary Document</b>
<b>DD</b>	<b>1966</b>	<b>Record Of Military Processing</b>	<b>E</b>	<b>Primary Document</b>
DD	2475	DOD Educ Loan Repayment Prog (LRP) Ann Appl	E	When Applicable
<b>DD</b>	<b>2807-1</b>	<b>Report of Medical History</b>	<b>E</b>	<b>Primary Document</b>
<b>DD</b>	<b>2808</b>	<b>Report of Medical Examination</b>	<b>E</b>	<b>Primary Document</b>
DD	2863	National Call To Service Elec of Opt	E	When Applicable
<b>NA</b>	<b>NA</b>	<b>Birth Certificate</b>	<b>B</b>	<b>Primary Document</b>
<b>NA</b>	<b>NA</b>	<b>High School, College Transcripts, GED</b>	<b>B</b>	<b>Primary Document</b>
NA	NA	USCIS Verification Documents	B	When Applicable
<b>NAVCRUIT</b>	<b>1131/xxx</b>	<b>Officer Program Service Agreements</b>	<b>O</b>	<b>Primary Document</b>
NAVCRUIT	1130/121	Job Corps Certification	E	When Applicable
<b>NAVCRUIT</b>	<b>1130/120</b>	<b>US Navy Aberrant Behavior Screening Certificate</b>	<b>E</b>	<b>Primary Document</b>
<b>NAVCRUIT</b>	<b>1133/117</b>	<b>Accelerate To Excellence Program Service Agreement</b>	<b>E</b>	<b>Primary Document</b>
NAVCRUIT	1110/113	National Call To Service Prog SOU	E	When Applicable
NAVCRUIT	1110/112	Non-Prior Serv Statement of Understand	E	When Applicable
NAVCRUIT	1133/102	Enl Bonus/Prog SOU	E	When Applicable
NAVCRUIT	1133/75	Loan Repayment Prog Stmt of Understand	E	When Applicable
<b>NAVCRUIT</b>	<b>1133/72</b>	<b>NAVET PRISE III/Paygrade Reduction Annex</b>	<b>E</b>	<b>Primary Document</b>
NAVCRUIT	1133/52	Enlisted Guarantees Annex	E	When Applicable
NAVCRUIT	1133/51	Req For Evaluation of Education Credentials and Foreign Education	E	When Applicable
NAVPERS	1070/622	Asgmt Recall Ext ACDU	E	When Applicable
NAVPERS	1070/621	Agree Ext Enl	E	When Applicable
<b>NAVPERS</b>	<b>1070/613</b>	<b>Admin Remarks</b>	<b>E</b>	<b>Primary Document</b>
<b>NAVPERS</b>	<b>1070/74</b>	<b>Officer's Report of Home of Record</b>	<b>O</b>	<b>Primary Document</b>
<b>NAVPERS</b>	<b>1000/4</b>	<b>Officer Appointment Acceptance and Oath of Office</b>	<b>O</b>	<b>Primary Document</b>
NAVRES	Incentive Agreement 1-4	New Accession Training (NAT) Enlistment Bonus Written Agreement For The Navy Reserve Incentives Program	E	When Applicable
NAVRES	1570/2	SAT PART REQT/REC UNEXC ABSENCE	E	When Applicable
NGB	22	SEP RPT/RECORD SVC	E	When Applicable
<b>OPNAV</b>	<b>5350/1</b>	<b>Drug and Alcohol Abuse Statement of Understanding</b>	<b>E</b>	<b>Primary Document</b>
<b>USMEPCOM</b>	<b>40-1-15-1-E</b>	<b>Medical History Provider Interview</b>	<b>E</b>	<b>Primary Document</b>
<b>USMEPCOM</b>	<b>40-8-1-RE</b>	<b>HIV Antibody Testing Acknowledgement</b>	<b>E</b>	<b>Primary Document</b>
<b>USMEPCOM</b>	<b>40-8-R-E</b>	<b>Drug and Alcohol Testing Acknowledgement</b>	<b>E</b>	<b>Primary Document</b>
<b>USMEPCOM</b>	<b>680-3ADP</b>	<b>Processee/Enlistee Record</b>	<b>E</b>	<b>Primary Document</b>

Also please review our Retain/Delete Listing of a concise listing of documents that is filed to the OMPF record:  
<https://www.mynavyhr.navy.mil/Career-Management/Records-Management/Military-Personnel-Records/>