

Guidance for Requesting COVID Reinstatement Correction Board Application Instructions

GENERAL INFORMATION

The Boards for Correction of Military/Naval Records (BCM/NRs) are administrative boards within each Military Department authorized by law to correct errors or injustices within a Service member's military or naval record.

The BCM/NRs order corrections to an applicant's military service records that may result in a related financial payment. They do **not** order specific financial relief – they won't direct payment of a specific dollar amount. For example, if the BCM/NR orders reinstatement, it won't specify the amount you will receive in backpay based on the restored period of service.

For COVID reinstatement requests, the BCM/NRs will issue a contingent decision that will not go into effect until after you (1) have had an opportunity to receive a backpay estimate from Defense Finance and Accounting Service (DFAS) and (2) formally accept the military service obligation requirement.

You should **not** apply to the BCM/NR until you have completed the medical pre-screening process and received confirmation that you are eligible to apply for reinstatement.

COVID reinstatement requests will be considered by the BCM/NRs on a priority basis. Applicants who request types of relief that are not reasonably related to their discharge for refusal to obtain the COVID-19 vaccine, or who wish to request personal appearance before the BCM/NR, will still have their applications considered by the BCM/NR; however, those applications may be considered under normal timeframes rather than be expedited through the COVID reinstatement process.

BCM/NR APPLICATION PROCEDURES

(1) To apply to your Military Department's BCM/NR for reinstatement begin by downloading DD Form 149, "Application for Correction of Military Record" found at:

<https://www.esd.whs.mil/Portals/54/Documents/DD/Forms/dd/dd0149.pdf>

(2) Your application can be handwritten, scanned, or electronically completed. See the backside this document for step-by-step instructions on completing the DD Form 149.

(3) After you have completed the DD Form 149, submit the form with any required documentation to your Military Department's BCM/NR.

NOTE: Pre-screened eligible Service members requesting COVID reinstatement are **not** required to include a copy of their Service records. The Military Departments will ensure your appropriate records are made available to the BCM/NR.

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FILLING OUT THE DD FORM 149

- In Blocks 1-10 fill in your basic military demographic information.
 - If any blocks are inapplicable, leave those blank.
 - Include your current email address to ensure the BCM/NR can reach you for questions.
- Fill out Blocks 11a & 11b, if applicable.
- In Block 12 (“Category”) check the “other” block and write “COVID Reinstatement”.
- In Block 13 (“What correction and relief are you requesting”) list all relief, including reinstatement, you believe you are entitled to because of your discharge.
 - Generally, the BCM/NRs only grant the relief that an applicant specifically requests.
 - If you believe you are entitled to relief other than standard reinstatement (BAH, BAS, and basic pay, subject to required offsets; see DFAS fact sheet) you will need to specifically list the requested relief when you request to be reinstated.
 - If you run out of space, you may continue in Block 18 or on a separate page.
- Do **not** complete Section 3 – Block 14; it should be left blank.
 - If you believe any of the conditions listed are related to your request, those are outside of COVID reinstatement and require you apply through the standard BCM/NR process.
- In Block 15 (“Why should this correction be made”) write “I was wrongly discharged solely for refusing to receive the COVID-19 vaccine.”
- In Block 16 (“Approximate dates”) write “January 27, 2025.”
- In Block 17 (“Do you wish to appear”) check “No.”
- Completion of Block 19 (“Documentary evidence”) is only required if you request additional relief beyond standard reinstatement and have documents relevant to those requests.
- Do **not** complete Section 5; it should be left blank.
 - COVID reinstatement is only available to those Service members eligible and willing to return to active service which precludes applications on behalf of deceased or incapacitated Service members.
- Section 6 – Blocks 23-25
 - Applying for reinstatement does not require you have a lawyer or representative.
 - If you do not have a lawyer or representative, Section 6 should be left blank.
 - If you do have a lawyer or representative and want the BCM/NR to contact them (instead of you) enter their contact information in Blocks 23-25.
- In Block 26 (“Electronic correspondence”) check “Yes.”
 - If you are unwilling or unable to receive correspondence and documents electronically, check “No” but note it may delay the overall processing time for your case.
- In Block 27 sign and date the DD Form 149.
- In Block 28 (“related to wars and contingency”) check “No.”
 - If you believe your request is related to your service in one of the wars or contingency operations listed, such a request is outside of the COVID reinstatement and will require you to apply through the standard BCM/NR process.

For more information on applying to the BCM/NRs please visit <https://www.milreviewbds.mil> or

