

Massachusetts Aviation Warrant Officer Candidate Application Guide



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Warrant Officer Strength Manager**
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Becoming a Warrant Officer Aviator in the Massachusetts Army National Guard

The Massachusetts Army National Guard (ARNG) is home to two flight companies of the 3rd Battalion, 126th Aviation regiment. Alpha company, located on Cape Cod, is primarily tasked with a VIP transportation mission and flies UH-60A and L model Blackhawks. Charlie Company, located in Westfield, is primarily responsible for medical evacuation (MEDEVAC) and flies HH-60M Blackhawk helicopters. A small detachment of UH-72 Lakota helicopters is co-located with Charlie Company in Westfield. Massachusetts ARNG helicopters are piloted by Warrant and Commissioned Officers. The purpose of this document is to fully explain the process you will take should you decide to pursue a career as a Combat Aviator in the Massachusetts Army National Guard as a Warrant Officer.

Determine Eligibility

Before assembling your application (packet), you first must meet some basic requirements. You must be a current member in good standing of the MA ARNG. You must also have a minimum of 12 months left on your enlistment contract.

1. You MUST be a U.S. Citizen, there are NO exceptions.
2. You must be at least 18, and no older than 32 by the time your packet goes before the aviation board. Reasonable age waivers are possible in very limited circumstances for exceptional applicants.
3. You must have NO criminal history and be eligible for a SECRET security clearance.
4. You must be free of medical issues that would bar you from enlistment.
5. You must possess strong leadership traits and be of a personable character.
- 6.

Starting the Process

FIRST AND FOREMOST: Candidates for aviation must show initiative. As you follow this process, it is incumbent upon YOU to promptly gather required documents, complete required tasks, and check-in from time to time on the status of your application.

Step 1 – Confirm basic eligibility for Aviation Warrant Officer

You will first reach out to the state Warrant Officer Strength Manager (WOSM), CW3 Corbin. The WOSM will work with you to further determine your eligibility. CW3 Corbin can be reached at robyn.m.corbin.mil@mail.mil. She also may be reached in her office at 339-202-9101 or on her work cell phone at 508-326-0967. Complete the Army Aviation Questionnaire in the back of this guide and return to CW3 Corbin via email.

Step 2 – Meet mental aptitude requirements

You are required to have a GT score on your ASVAB of over 110. If you are prior service, the WOSM can pull your ASVAB scores to determine whether or not you need to retake the test. If you do need to retake the ASVAB, you will coordinate this with the scheduling of your aviation SIFT test. This testing can be done at MEPS, at Hanscom Air Force Base, or Joint Base Cape Cod. If you retest you will take only the portions of the test that contribute to the GT score.

A college degree is not required for the Warrant Officer Aviation Program, though it is certainly looked at favorably given the highly academic nature of flight school. If you have a college degree or any significant amount of college complete, please gather copies of your official transcripts.

Apart from test results, academic background, etc., you should generally possess a good working mechanical knowledge as well as be an adaptable learner. Aviators are required to memorize complex procedures, understand intimately the mechanics of their aircraft and the physics of how it flies, and adhere exactly to strict Army and FAA regulations.

Step 3 – Selection Instrument for Flight Training (SIFT) Test

The Army aviation test is known as the SIFT. The SIFT is comprised of seven timed sections that include matching “simple drawings,” finding hidden figures, demonstrating knowledge of army aviation, spatial apperception, reading comprehension, math skills, and mechanical comprehension. It is highly recommended that you purchase a SIFT study guide from an online retailer to prepare for the test. Furthermore, all interested applicants should read the FAA Helicopter Flying Handbook, available for free online (and also may be purchased in paperback) in its entirety prior to taking the SIFT. Applicants are required to score a minimum of 40 points to pass the SIFT. Though 40 points is passing, and passing is all the aviation board requires, be aware that your score will be visible to the aviation board. If you obtain a passing grade, you will not be permitted to retest. If you score below a 40, you must wait 6 months to retest. As always, strive for excellence.

You may schedule the SIFT at Joint Base Cape Cod with CW3 Rush. He may be reached at christopher.d.rush1.civ@mail.mil or via phone 339-202-9419.

Alternately, you may schedule the SIFT with the education office at Hanscom Air Force Base with Mrs. Manhardt who may be reached at natasha.l.manhardt.civ@mail.mil or at 339-202-3154. Please notify our office (the WOSM) if you intend to schedule a test.

Step 4 – Tour one of the Army Aviation Support Facilities

The State requires interested applicants to tour one of the Support Facilities and meet with some of the full-time staff at the facilities. This is to ensure applicants have a full understanding of what is expected of them should they make it through the selection process. This also provides applicants an opportunity to ask questions in a comfortable, informal setting.

Step 5 – Meet with the Command Chief Warrant Officer

The Command Chief Warrant Officer is the senior Warrant Officer for the state. The CCWO meets with every applicant for any Warrant Officer position in the state, to include aviators.

Prior to meeting with the CCWO, we will require you to send us your biographical summary as well as your “Why I want to be an Army Aviator” essay. Keep in mind you are writing an essay as part of an application to not only be an Aviator, but to be an Officer. The quality of your essay should reflect this.

Step 6 – Army Flight Physical

After demonstrating you have met the appropriate physical and mental standards to be eligible to appear before the aviation board, you will next be scheduled for a flight physical at Camp Edwards on Cape Cod. Flight physicals are administered by the medical battalion during their drill weekend. You will work with the WOSM to coordinate a date for the flight physical. Prior to your flight physical, you must get a full eye exam in accordance with instructions you will be given. Also, the WOSM may request you get certain lab work done in advance of the physical.

The WOSM will provide you with the necessary forms and documentation for anything you are required to obtain on your own. Note that if you have had corrective laser eye surgery, you will need additional documentation. Also note that if you currently require laser eye surgery to meet the minimum vision requirements, you are responsible for that yourself, but you should coordinate with the Army as we have procedures we like to see followed that will make this process easier going forward. You must have normal color vision, and your distance acuity must be no worse than 20/50 correctable to 20/20. Note that virtually any VA disability rating will require a waiver, and that waivers for higher ratings (those over 30%) may be difficult or impossible to obtain.

Step 7 – Conduct an Army Physical Fitness Test

You must have an Army Physical Fitness Test current within 6 months of going before the aviation board. The board requires that you achieve a minimum of 80 points in each category. The fitness test includes a two mile run, pushups, and sit-ups. After completing the APFT. You also must submit your height and weight, and taped measurements if necessary. Your unit will assist you in completion of these requirements. Note that the army is moving to a new fitness test known as the ACFT. As that is rolled out, expect updated minimum requirements in accordance with the new test.

Step 8 – Assemble your packet and submit to the board

Once you have completed all the above steps, you will work with the WOSM to assemble a completed packet for review by the Aviation Board. This packet should include:

1. A letter of recommendation from your last or current Unit Commander.
2. A Letter to the board explaining why you want to be an Army Aviator.
3. Biographical Summary
4. SIFT score
5. Enlisted record brief (Minimum GT Score of 110)
6. 5 Most recent NCOERs if applicable
7. DA 705 (APFT)
8. Height weight certification memo from unit or Height/Weight certificate
9. Class 1 flight physical
10. Individual PQR
11. Security Clearance Verification

Step 9 – Appear before the Aviation Selection Board

Once your packet has been completed and submitted, you may be invited to appear before the Aviation Board. The board is comprised of the State Aviation Officer as well as other Warrant and Officer-Grade representatives from the MA ARNG aviation community. The board should be looked at as a formal interview, and typically takes up to one hour to complete. The board may accept you, reject you, or invite you to apply again in the future. The WOSM will brief you on proper reporting procedures prior to going before the board.

Step 10 – Go before the Federal Recognition Board

This board is a requirement to become an officer in the Army National Guard. You will again go before a board of officers which this time includes a representative from the active component of the Army. The purpose of this board is to insure states are consistently selecting qualified applicants to be officers in the Army.

Step 11 – WOCS

There are two different Warrant Officer Candidate School programs you could attend. You will be scheduled for one of the two programs with consideration given to when you are scheduled to attend flight school. The primary school is located at Fort Rucker, Alabama. Including in-processing, this course is approximately five weeks long and courses start every two weeks. The alternate course is run once a year over the course of five weekends and a two week annual training. After completion of WOCS, you will be appointed a Warrant Officer (WO1) in the MA ARNG. Flight school will follow. Depending on scheduling this may be almost immediately to some period of months later. In the interim, you will continue to drill with HHC 126th Aviation, or may be assigned to another company to gain familiarity with your future job.

Step 12 – Initial Entry Rotary Wing Training (IERW)

Flight school as a whole is known as IERW. You will move to Fort Rucker, AL for approximately 14 months to complete your training. This move is considered a permanent change of station (PCS), and will be paid for by the Army. As an officer, you will either live in on base housing in a private residence, or receive a housing stipend to find housing off base. You may bring your family (spouse, girlfriend, boyfriend, etc) with you. The program begins with 3 weeks of the Warrant Officer Basic Course specific to aviation (WOBC), followed by 3 weeks of survival school (SERE-C), approximately 6 months of common core flight school, followed by 4 months of advanced flight training in the UH-60 Blackhawk, and concluding with 3 additional weeks of WOBC. The course typically runs for 14 months, but bubbles in between segments of training have the potential to lengthen the training schedule. Those bubbles cannot be definitively predicted in advance. Upon completion of the course, you will PCS back to Massachusetts.

Your obligations to the Massachusetts Army National Guard as an aviator

After completing flight school, you incur a 10 year military service obligation (MSO). When you return from flight school you have what is essentially a learner's permit. You must progress with an instructor pilot from Readiness Level 3 (RL3) to Readiness Level 1 (RL1). This typically requires placement on active duty for a period of time upon first moving back. To maintain your minimum flight hours you will be expected to fly approximately one day a week in addition to your typical Guard drill requirements. For the first few years your priority will be gaining sufficient proficiency to move from what is essentially the co-pilot (PI) to the Pilot in Command (PC) seat. As a PI you have less flexibility in scheduling your additional flights than you will as a PC. Plan to be very flexible as a new pilot.

Aviation is a career that requires constant learning as well as retaining what you learn. Warrant Officer Aviators progress along one or more of various tracks. In addition to your flying duties, you will fulfill one or more of various roles as a Tactical Operations expert (TACOPS), Maintenance and Test Pilot (MTP), Instructor Pilot (IP), Safety officer, or Aviation Life Support Equipment Officer (ALSE). Though technical experts, Warrant Officers may find themselves in a command role, and should possess a natural leadership capability and hone their leadership skills when possible.

As an aviator, you WILL deploy. Massachusetts supports a wide array of missions abroad; combat, peacekeeping, and administrative. Be prepared to deploy.

Your minimum service obligation after flight school is 10 years, though given the expense in training aviators, the MA ARNG is looking for those willing to make a long term commitment to aviation when considering applicants.

APPENDIX

1. Aviation packet checklist
2. Biographical summary sample
3. Army Aviation Questionnaire
- 4.

ACFT and SIFT Scheduling Points of Contact

SIFT at Joint Base Cape Cod - CW3 Christopher Rush.
christopher.d.rush1.civ@mail.mil
339-202-9419.

The education office at Hanscom Air Force Base - Mrs. Manhardt
natasha.l.manhardt.civ@mail.mil
339-202-3154

Checklist for Aviation Warrant Officer



ARNG Accession Board Packet for Aviation Officers and Warrant Officers



1. Letter of Recommendation from your Unit Commander: Must include the following certification:

"I certify that (Name & Rank) successfully passed the Army Physical Fitness Test consisting of push-ups, sit-ups, and the two mile run with a score of (Score) on (Date): the verified height is (Feet & Inches) and the verified weight is (LBS)."

2. Letter to the Board explaining why you want to be an Army Aviator
3. Biographical Summary (IAW NGR (AR) 600-100, Appendix H)
4. Selection Instrument for Flight Training (SIFT) results (minimum score 40)
5. Enlisted Records Brief (ERB) (minimum GT score of 110)
6. Copy of your five (5) most recent NCOERs or OERs (if applicable)
7. DA Form 705 (APFT) must be within 6 months
8. Certification of Compliance with AR 600-9 (Height/Weight Certificate)
9. Copy of last Class 1 Flight Physical (with Fort Rucker approval stamp)
10. Individual PQR
11. Security Clearance verification statement (JPAS)

Note: A completed packet should be forward to attention of the State Army Aviation Officer (SAAO) through CW3 Robyn Corbin. Upon acceptance of a completed packet, you will be scheduled to appear before an Aviation Accession Board.

BIOGRAPHICAL SUMMARY

1 January 2011

LAST, FIRST, M., 123-45-6789 (Nickname)

Spouse Name: Mary

Sergeant, Military Police, MAARNG

Date and Place of Birth: 1 January 1980, Boston, Massachusetts

Mandatory Removal Date: 31 December 2030

Home Address: 1 Armory Road, Boston, MA 02431

Home Telephone: (617) 555-1234

Present Assignment: Team Leader, 747th Military Police Company, Massachusetts Army National Guard, Ware, Massachusetts 01431

Unit Telephone: (413) 555-1234

Civilian Occupation: Police Officer, Ware Police Department, Ware, Massachusetts

Business Telephone: (413) 555-4321

Enlisted Service: over 3 years

Source and Date of Commission: WOC (Honor Graduate), 1 May 2008

Years of Active Commissioned Service: Over 2 years

Total Years of Service: Over 10 years

Military Schools Attended

Military Police, AIT

Year Completed

1998

Civilian Education

High School, Ware, MA

Ware Community College, Ware, MA

Degrees Received

High School Diploma 1998

Associates (Criminal Justice) 2001

U.S. Decorations/Badges

Army Commendation Medal

Army Achievement Medal

Chronological List of Appointments

Private First Class	MAARNG	1 January 1998
Specialist	MAARNG	1 June 2001
Sergeant	MAARNG	1 July 2004
Warrant Officer 1	MAARNG	1 May 2008

Chronological Record of Duty Assignments	From	To
ARNG – Not on active Duty	May 98	Present
Active Duty		
Student, MP School, Fort McClellan, AL	Jun 98	Dec 98
ARNG – Not on Active Duty		
Team Leader, 747 th MP CO, MAARNG	Jun 98	Present

MASSACHUSETTS ARMY AVIATION QUESTIONNAIRE

1.	Full Name/Gender			
2.	Age/Date of Birth			
3.	Best Contact Num.			
4.	Perm. Address			
5.	Best Email address			
6.	Military Service	<input type="checkbox"/> MA Guard	Civilian	Other/Prior: _____
7.	VA Rating	<input type="checkbox"/> No	Yes (Percent):	
8.	Unit/MOS/Rank			
9.	Highest Military Ed			
10.	Highest Civilian Ed			
11.	ASVAB GT Score:			
12.	Army PT Points	Push-Ups:	Sit-Ups:	Run: <input type="checkbox"/> <u>NO PROFILE</u>
13.	Height/Weight	<input type="checkbox"/> Pass	Fail	Inches/LBs: /
14.	Health issues	<input type="checkbox"/> None		
15.	Vision (minimums)	20/50 distance (uncorrected)		<input type="checkbox"/> Normal Color
16.	Security Clearance	No	<input type="checkbox"/> Secret or higher	<input type="checkbox"/> Now expired
17.	Any legal history?	None	<input type="checkbox"/> Handcuffed	<input type="checkbox"/> Arrested Charged
18.	Flight Experience			
19.	U.S. Citizen	<input type="checkbox"/> Yes	No	
20.	SIFT Score	<input type="checkbox"/> Not yet taken		
21.	Flight Phys. Date	<input type="checkbox"/> Mil. Class 1		Not Applicable
22.	Civilian Occupation			
Additional Information:				