

CIVILIAN INSTITUTION ACADEMIC EVALUATION REPORT For use of this form, see AR 623-3; the proponent agency is DCS, G-1.	See Privacy Act Statement in AR 623-3.
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PART I - ADMINISTRATIVE DATA

a. NAME (Last, First, Middle Initial) SNUFFY, JOE, A	b. DOD ID No. 5555555555	c. RANK CPT	d. BRANCH MS	e. SPECIALTY/PMOSC 70B
f. COURSE TITLE PHD IN AERS		g. NAME AND LOCATION OF SCHOOL AER UNIVERSITY		
h. DURATION OF COURSE FROM (YYYYMMDD) THRU (YYYYMMDD) 20180813 20190812	i. COMPONENT (Status Code) RA	j. NO. OF ENCLOSURES 0	k. RATED STUDENT'S EMAIL ADDRESS (.gov or .mil) joe.a.snuffy.mil@mail.mil	
l. REASON FOR SUBMISSION				
<input type="checkbox"/> COURSE COMPLETION	<input type="checkbox"/> INTERIM REPORT	<input checked="" type="checkbox"/> INITIAL REPORT		<input type="checkbox"/> DID NOT GRADUATE
<input type="checkbox"/> AHRC DIRECTED	<input type="checkbox"/> RELEASED EARLY (NO FAULT OF STUDENT)	PROJECTED GRADUATION DATE: 20220601		
m. REASON FOR ATTENDANCE PhD Program in AER completion at AER University				

PART II - DEMONSTRATED ABILITIES (To be completed by the Civilian Institution)

a. DOES SOLDIER FULLY SUPPORT SHARP, EO, AND EEO: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (comments are required)	b. APFT PASS / FAIL / PROFILE: <u>PASS</u> DATE: <u>20190401</u>
d. OVERALL GRADE POINT AVERAGE: <u>4.00</u> of <u>4.00</u>	c. HEIGHT: <u>72</u> WEIGHT: <u>190</u> WITHIN STANDARD? <u>Yes</u> <small>Comments required below, for "Failed" APFT, or "Profile" when it precludes performance of duty, and "No" for Army Weight Standards. Reset Item b. APFT / PASS / FAIL / PROFILE</small>
e. Written Communication (Comment on student's written communication to include such items as written assignments, research proposals, publications submissions, and publications) CPT Snuffy excels in written communication. CPT Snuffy has published countless works on how to properly complete an AER. CPT Snuffy always reads and follows the directions explicitly. He has written multiple instruction manuals which have been helpful to all current and future generations of students. He makes it abundantly clear that Part (I) section (h) should have the duration of the course for only the current AER, 365 days for the initial/interim reports and up to 455 days for the course completion.	
f. Oral Communication (Comment on student's oral communication to include such items as instruction and presentations) CPT Snuffy is an exemplary orator. He engages the audience and demonstrates a deep knowledge of his subject matter. He never afraid to ask questions to help clarify information. He effectively communicated the need to have everyone sign the new AER with a digital signature, even without CAC access. He completed a powerpoint show to demonstrate how to electronically sign without CAC access.	
g. Research Ability (Comment on student's research abilities to include such items as performance in research/statistical coursework, research proposals statistical analysis, and grant writing) CPT Snuffy demonstrated initiative and drive in finding answers and solutions to problems with the new AER format. He was able to show the importance of completing Part (II) section (i) of the new DA Form 1059-1 for purposes of data mining. He showed the data mining would be used for future assignments.	
h. ACADEMIC EVALUATION (To be completed by the Civilian Institution) ATTACH AN OFFICIAL TRANSCRIPT IN DUPLICATE EVALUATION (Evaluation of Student Performance should be based on the normal standard of performance at the institution. Identify the discipline of study, degree, and any special achievements, leadership opportunities, or deficiencies noted, etc. Include aptitude for further schooling) As CPT Snuffy's evaluator I am writing as if I were a senior rater. Here I am describing a summary of all of CPT Snuffy's good qualities and works, as well as any negative aspects I think need to be addressed. I will include my recommendations for follow on assignments or schooling as well as my opinion of CPT Snuffy's over all ability to thrive in the US Army.	
i. SPECIAL PROJECT(S) OR PAPER(S): 1) Importance of Properly Completing DA Form 1059-1 2) How to Write an AER for a Program with no GPA 3) When to Complete an AER: A Review of Rated Time	

PART III - ADMINISTRATIVE REVIEW (To be completed by the Administrative Reviewer)

a. DID THE STUDENT SUCCESSFULLY COMPLETE THE COURSE? (A "NO" response must be supported by comments in block b. An Official Transcript must be attached prior to submission of the report to the AMHRR) <input type="checkbox"/> YES <input type="checkbox"/> NO
b. ADMINISTRATIVE REVIEWER COMMENTS CPT Snuffy completed this section to aid the CDR. It was reviewed and edited as necessary by the CDR. It is a narrative no longer than eight (8) lines similar to that of a senior rater on an OER. It highlights academic accomplishments for the rated time. CPT Snuffy also completed the following section for the CDR's review. In Part (III) section (c) he suggested 3 follow-on assignments based on his training.
c. RATED STUDENT HAS DEMONSTRATED APTITUDE FOR THE FOLLOWING UTILIZATION TOUR/FOLLOW-ON ASSIGNMENT(S): 1) <u>AER Instructor at AMEDDC&S</u> 2) <u>Commander of Detachment</u> 3) <u>Writer of DA Forms</u>

PART IV - AUTHENTICATION

a1. NAME OF ACADEMIC ADVISOR <i>(Last, First, Middle Initial)</i> PANTS, SMARTY, A	a2. TITLE Dean of AER University	a3. TELEPHONE NUMBER (210) 555-5555
a4. ACADEMIC ADVISOR'S EMAIL ADDRESS smarty.a.pants@aer.edu	a5. ACADEMIC ADVISOR'S SIGNATURE	a6. DATE (YYYYMMDD) <p align="center">20190816</p>
b1. NAME OF ADMINISTRATIVE REVIEWER <i>(Last, First, Middle Initial)</i> WOODRUFF, HEATHER, A	b2. TITLE CPT, MS, Commanding	b3. TELEPHONE NUMBER (210) 221-5731
b4. ADMINISTRATIVE REVIEWER'S ORGANIZATION AMEDD Student Detachment, 187th Medical Battalion, MPTB, JBSA FSH, TX 78234		
b5. ADMINISTRATIVE REVIEWER'S EMAIL ADDRESS <i>(.gov or .mil)</i> heather.a.woodruff2.mil@mail.mil	b6. ADMINISTRATIVE REVIEWER'S SIGNATURE	b7. DATE (YYYYMMDD) <p align="center">20190816</p>
c1. THIS IS A REFERRED REPORT, DO YOU WISH TO MAKE COMMENTS? <input type="checkbox"/> Referred <input type="checkbox"/> Yes, comments are attached. <input type="checkbox"/> No	d1. RATED STUDENT'S SIGNATURE	d2. DATE (YYYYMMDD)

c2. RATED STUDENT'S COMMENTS *(Referred Report Only)*

INSTRUCTIONS FOR COMPLETING DA FORM 1059-1 ACADEMIC EVALUATION REPORT**PART I – Administrative Data.** *(Completed by Rated Student, Academic Rater, and/or Administrative Reviewer.)*

- a. Name: Enter rated student's full name (last, first, middle initial)-All capital letters.
- b. DOD ID No: Enter rated student's unique 10-digit DOD ID number (located on the reverse side of the CAC).
- c. Rank: Enter the Three character rank (for example, COL, CPT, CW2, MSG, or SGT).
- d. Branch: Enter the student's two-character basic branch abbreviation.
- e. Specialty/MOSC: Enter the AOC codes for commissioned officers (for example, 12A/42H) (see DA Pam 611-21). For warrant officers and enlisted personnel, enter the student's PMOS (see section I, DA Form 4037 (ORB) and enlisted record brief appropriately).
- f. Course Title: Enter the name of the course and/or program completed.
- g. Name and Location of School: Enter name and location of School.
- h. Duration of Course: Enter the "FROM" date (beginning date of the course) and the "THRU" date (last date of the course) (YYYYMMDD).
- i. Component: Enter component of the Student. Enter "RA," "USAR," or "ARNG."
- j. Number of Enclosures: Indicate the total number of enclosures. If there are no enclosures, enter "0" or leave blank.
- k. Rated student's Email Address: Enter the rated student's .gov or .mil email address. If the official .mil email address exceeds the allowable character space, enter the address prior to the @ symbol, (for example, marry.longemailthatexceedstextspace@).
- l. Reason for Submission: Enter the appropriate reason that identify why the DA Form 1059-1 is being prepared for submission.
- m. Reason for Attendance: (only used for "Initial Report" reason for submission selection). Student detachment or HRC Advanced Education Programs Branch (AEPB) will complete for when an "Initial Report" is created for Soldiers attending long term education courses extending 24 months or more. Student Detachment or HRC AEPB will provide up to two lines of narrative comments addressing: (1) Specific school, fellowship, doctorate, and/or scholarship program Soldier was selected to attend, (2) Dissertation/Thesis topics, (3) Degree being pursued, (4) Projected graduation date, and (5) Utilization tour or follow-on assignment.

PART II – Demonstrated Abilities *(To be completed by Civilian Institution.)*

- a. Does student fully support SHARP, EO, and EEO: The rater will check "YES" or "NO" indicating the students adherence to the Army's SHARP, EO, and EEO Programs. The rater will comment on a "NO" entry in block I. See DA PAM 623-3.
- b. APFT: In the space after the word "APFT" the rater will enter "PASS" or "FAIL" and the date (YYYYMMDD) administered.
- c. Height/Weight: In the space after "Height" and "Weight" (HT/WT) the rater will enter the rated student's height and weight. An entry of "YES" or "NO" will be placed in the space next to "Within Standard" to indicate compliance or noncompliance with AR 600-9.
- d. Overall Grade Point Average: In the space after Overall Grade Point Average (GPA) the rater will enter the rated students accumulative GPA. In the space after "OF" the rater will enter the maximum GPA the student can receive based on the grading system established by the school.
- e. Written Communication: The dean, department chairperson, faculty advisor, or a designated responsible official of the civilian institution will enter up to four lines of narrative comments addressing how well the rated student demonstrated written communication skills.
- f. Oral Communication: The dean, department chairperson, faculty advisor, or a designated responsible official of the civilian institution will enter up to four lines of narrative comments addressing how well the rated student demonstrated oral communication skills.
- g. Research Ability: The dean, department chairperson, faculty advisor, or a designated responsible official of the civilian institution will enter up to four lines of narrative comments addressing rated student's research ability.
- h. Academic Evaluation: The dean, department chairperson, faculty advisor, or a designated responsible official of the civilian institution will provide up to four lines of narrative text to comment on demonstrated achievements, deficiencies, and recommendations for future schools.
- i. Special Projects: The dean, department chairperson, faculty advisor, or a designated responsible official of the civilian institution will list project(s) or paper(s) that were successfully completed during the course that may have potential value to the Army.

PART III – Administrative Reviewer *(To be completed by Administrative Reviewer.)*

- a. Did the student successfully complete the course: Reviewing official will check the appropriate box. A "NO" response must be supported by comments in block b. An official transcript must be attached prior to submission of the DA Form 1059-1 to the AMHRR. For students attending courses requiring an interim DA Form 1059-1 in accordance with AR 623-3, chapter 3, this box will be left blank.
- b. Administrative Reviewer Comments: Administrative reviewer will list specific school, fellowship, thesis topic, and scholarship program completed.
- c. Rated student has demonstrated aptitude for the following utilization tour or follow-on assignment: Administrative reviewer will list up to three utilization tour or follow-on assignment, if applicable.

PART IV – Authentication

- a (1 through 6). Academic Advisor Information: The authorized dean, department chairperson, or faculty advisor that provided the academic assessment in part II, will enter name and title, include telephone number and email address, then sign and date the DA Form 1059-1.
- b (1 through 6). Administrative Reviewer Information: The administrative reviewer will type his or her name and title, include telephone number and email address, then sign and date the DA Form 1059-1. The rated student will sign the DA Form 1059-1 prior to school departure but after the academic advisor and administrative reviewer have signed the DA Form 1059-1. If the student is unavailable for signature or refuses to sign, add the following comments "Rated student not available to sign" or "Rated student refused to sign" in part III, block b.

Note: The administrative reviewer for DA Form 1059-1 associated with the Army's fully and partially funded education programs including training with industry (TWI) governed by AR 621-1 and AR 621-7 will be the HRC (Use office symbol) (see AR 623-3).

- c1. Referred Report: If the DA Form 1059-1 is a referred report in accordance with AR 623-3, the academic advisor will mark the first box. The DA Form 1059-1 then will be given to the rated student for signature and validation and placement of an "X" in the appropriate box ("NO" if the rated student does not wish to make comments or "YES" if the rated student is going to enter or attach comments).
- c2. Rated student Comments (Referred Report Only): When the "YES" box is checked in part IV, block c1, the rated student will make comments in response to derogatory information.
- d (1 and 2). Rated student's signature and date: The rated student will sign and date the DA Form 1059-1 prior to school departure but after the rater and reviewer have signed the DA Form 1059-1. If the student is unavailable for signature or refuses to sign, add the following comments "Rated student not available to sign" or "Rated student refused to sign" in part III, block b.