

# United States Army Student Detachment

## OCONUS Leave Request Checklist

SOLDIER INFORMATION	
Name:	Requested Leave Date: Date Submitted:
Rank:	Leave Location:
DOCUMENT CHECKLIST	PACKET RECEIVED DATE:
<input type="checkbox"/> DA 31 Leave Request <input type="checkbox"/> DA Form 4187 (Request for Country Clearance) <input type="checkbox"/> AT Level 1 Certificate <input type="checkbox"/> SERE 100 Certificate (if applicable) <input type="checkbox"/> ISOPREP Certificate (if applicable) <input type="checkbox"/> Copy of Current Passport (includes travel to Canada and Mexico) <input type="checkbox"/> Recent LES	
For Use of Student Detachment Personnel Only	
UIC:	
<b>HR ANALYST:</b>	<b>DATE:</b>
<b>PACKET RECEIVED:</b>	
<b>PACKET SUBMITTED FOR APPROVAL:</b>	<b>DATE:</b>
<b>PACKET SUMITTED TO POWC FOR COUNTRY CLEARANCE:</b>	<b>DATE:</b>
<b>REMARKS:</b>	