

**SUMMARY OF MAJOR CHANGES TO CHAPTER 9  
DOD 7000.14-R, VOLUME 7A  
“SPECIAL PAY – ENLISTMENT AND REENLISTMENT  
BONUS – ENLISTED MEMBERS”**

Substantive revisions are denoted by a ★ preceding the section, paragraph, table or figure that includes the revision

PARA	EXPLANATION OF CHANGE/REVISION	EFFECTIVE DATE
090202.A.4 090502.A Bibliography	Interim change 14-01 regards payment and recoupment of selective reenlistment and enlistment bonuses.	March 30, 2001
090101.A 090101.D 090103 090104 090105.A 090105.C 090205.B 090205.D 090206 0904 090501 090501.C 090503 090506.C 090506.D Bibliography	Interim change 24-01 regards extension and expansion of entitlement to certain special pays and bonuses.	April 26, 2001

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## CHAPTER 9

**SPECIAL PAY-ENLISTMENT AND REENLISTMENT  
BONUS - ENLISTED MEMBERS**0901 ENLISTMENT BONUS

090101. Basic Conditions of Entitlement. An enlistment bonus may be paid to an enlistee when he or she meets the following conditions:

★ A. Enlists in the Armed Forces of the United States for a period of at least 2 years or more for the purpose of qualifying and serving in a military specialty designated as critical, as specified by the Secretary of the Military Department concerned (or designee).

B. Is one of the following:

1. Nonprior Service Enlistee. This term applies to a person who has never served or has served less than 180 days on active duty as a member of the Armed Forces. A nonprior Military Service enlistee who has received an enlistment bonus under the Selected Reserve Incentive Program (SRIP) retains eligibility for the Regular Component enlistment bonus under this section if other eligibility criteria are met.

2. Prior-Service Enlistee. This term applies to a person who has not previously received an enlistment or reenlistment bonus or who currently is not entitled to a reenlistment bonus.

3. Reservist Not on Active Duty who Enlists in the Regular Component of the Military Department Concerned. This term applies to a person who previously has not received an enlistment or reenlistment bonus or currently is not entitled to a reenlistment bonus. (A Reservist who has received an enlistment or reenlistment bonus under SRIP retains eligibility for the Regular Component enlistment bonus if he or she meets all other eligibility criteria in the paragraph.)

C. Is not a Delayed Entry Program Reservist currently obligated to any other Military Service.

★ D. Meets such additional eligibility criteria as may be prescribed by the Secretary of the Military Department concerned (or designee).

090102. Amount of the Enlistment Bonus. The enlistment bonus is an amount prescribed by the Secretary of the Military Department concerned (or designee), but not more than \$20,000.

★ 090103. Time of Payment. An enlistment bonus may be paid upon completion of training. A bonus under this section may be paid in a single lump sum, or in periodic installments.

★ 090104. Expiration of Entitlement. No bonus may be paid under this paragraph with respect to any enlistment or extension of an initial period of active duty in the Armed Forces after December 31, 2001.

090105. Determinations Affecting Enlistment Bonus Payments

★ A. When a member enlists in a Reserve Component under the Delayed Enlistment Program (DEP), with a concurrent commitment to serve in a Regular Component for a period of at least 2 years in a skill designated as critical, the award level of the enlistment bonus is fixed on the date of enlistment in the DEP, rather than on the date of entry on active duty.

B. If a member dies before receiving the full amount of the bonus due (including contracted future year anniversary payments) and death is not caused by the member's misconduct, the remaining unpaid bonus balance is payable as a lump sum for inclusion in the settlement of the deceased member's final military pay account. If death is determined to be the result of the member's own misconduct, termination of future payments and proration or recoupment of the bonus, as applicable, will be made in accordance with procedures established for members whose inability to complete a contracted period of service is voluntary or the result of misconduct.

★ C. Unpaid installments of the enlistment bonus are payable to members separated prior to completion of enlistment when separated under conditions which do not require recoupment. (See section 0905, below.)

0902 SELECTIVE REENLISTMENT BONUS (SRB) (37 U.S.C. 308 (reference (aa)))

090201. Reenlistment Zones. There are three zones of consideration. Zone A is composed of those reenlistments falling between 17 months and 6 years of active service. Zones B and C are composed of those reenlistments or extensions falling between 6 and 14 years of active service.

A. General Eligibility. Enlisted members are eligible to receive an SRB if they meet all of the following conditions and the conditions of Zones A, B, or C eligibility:

1. Are qualified in a military specialty designated by the Secretary of the Military Department concerned (or designee) for award of the SRB.

2. Are serving in pay grade E-3 or higher.

3. Reenlist within 3 months (or within a lesser period if so prescribed by the Secretary of the Military Department concerned or designee) after the date of their discharge or release from compulsory or voluntary active duty (other than for training) (see subparagraph 090301.C, below, for computation of 3-month period); or extend their enlistment; or enlist in a Regular Component within 3 months (or within a lesser period if so prescribed by the Secretary of the Military Department concerned or designee) after the date of discharge or

release from active duty (other than active duty for training) as a member of the Reserve Component. Veterans with more than a 3-month but less than a 4-year break in active duty may qualify for a broken service Selective Reenlistment Bonus Program in accordance with regulations prescribed by the Secretary of the Military Department concerned (or designee).

4. Attain eligibility before the effective date of termination of awards in any military specialty designated for termination of the award. (Members must attain eligibility before the effective date of a reduction of award level to be eligible for the higher award level. Eligibility attained through any modification of an existing service obligation, including any early discharge granted under 10 U.S.C. 1171 (reference (c)), must have been attained before the effective date of the termination or reduction of award in the military specialty).

5. Meet such additional eligibility criteria as may be prescribed by the Secretary of the Military Department concerned (or designee).

NOTE: An exception to subparagraphs 090201.A.1 and A.4, above, is available to members who agree to train and reenlist for service in a military specialty which, at the time the agreement is executed, is designated by the Secretary of the Military Department concerned (or designee) for award of the SRB. Upon completion of qualification training and reenlistment in the specialty in which trained, if otherwise qualified, the member may be paid the bonus even if that specialty no longer is designated for award of the SRB. The bonus may be paid at the award level in effect at the time the training agreement is executed or the award level in effect at the time of reenlistment, whichever is higher.

B. Zone A Eligibility. The enlisted member must:

1. Have completed at least 17 months of continuous active duty (other than active duty for training as a member of a Reserve Component) but not more than 6 years of active duty on the date of reenlistment or beginning of an extension of enlistment. Continuous active duty is active federal military service (other than active duty for training as a member of a Reserve Component), without a break in service of more than 3 months. A break in service of less than 3 months is considered continuous active duty; however, the actual period of the break in service is not included in the computation of continuous active duty. Effective December 9, 1994, the following applies for Marine Corps members: When computing the 6 years of active service for Zone A eligibility, prior active service in any other Military Department is excluded and only active service in the Marine Corps is included. This exclusion does not apply, however, to the 14-year service cap on a Marine Corps member's eligibility which considers his or her total active service.

2. Reenlist or voluntarily extend an enlistment in the Regular Component of the Military Service concerned for a period of at least 3 years provided the reenlistment or extension, when coupled with existing active service, provides a total period of active service of at least 6 years.

3. Not previously have received a Zone A SRB.

4. Except for members serving in the Navy 6-Year Obligation Program, who have not previously received a variable reenlistment bonus (VRB).

C. Zone B Eligibility. The enlisted member must:

1. Have completed at least 6 but not more than 10 years of active duty on the date of reenlistment or beginning of an extension of enlistment.

2. Reenlist or voluntarily extend an enlistment in the Regular Component of the Military Service concerned for a period of at least 3 years provided the reenlistment or extension, when coupled with existing active service, provides a total period of active service of at least 10 years.

3. Not previously have received a Zone B SRB.

D. Zone C Eligibility. Enlisted members must:

1. Have completed at least 10 but not more than 14 years of active duty on the date of reenlistment or beginning of an extension of enlistment.

2. Reenlist or voluntarily extend enlistment in the Regular Component of the Military Service concerned for a period of at least 3 years, provided the reenlistment or extension, when coupled with existing active service, provides a total period of active duty of at least 14 years.

3. Not previously have received a Zone C SRB.

E. Special Conditions

1. Members with exactly 6 years of active duty at 2400 hours on the date before the date of reenlistment or beginning of an extension of enlistment are entitled to a Zone A SRB if otherwise eligible and they previously have not received a Zone A SRB. If members have received a Zone A SRB, or no Zone A SRB is designated, they are entitled to a Zone B SRB if all other eligibility requirements are met. Members with exactly 10 years of active duty at 2400 on the date before the date of reenlistment or beginning of an extension of enlistment are entitled to a Zone B SRB if otherwise eligible and they previously have not received a Zone B SRB. If they have received a Zone B SRB, or no Zone B SRB is designated, they are entitled to a Zone C SRB if all other eligibility requirements are met. Members with exactly 14 years of active duty at 2400 hours on the date before the date of reenlistment or beginning of an extension of enlistment will be entitled to a Zone C SRB if otherwise eligible.

2. Two or more extensions may not be combined to gain entitlement to an SRB. Additionally, entitlement gained through an extension cannot be increased by future extensions.

3. For the purposes of determining the eligibility of a member for an SRB and of computing the amount of that bonus, under regulations prescribed by the Secretary of the Military Department concerned (or designee), the following may be considered as part of an immediately subsequent term of reenlistment (or as part of an immediately subsequent voluntary extension of an enlistment):

a. Any period of enlistment (including any extension of an enlistment) that is incurred by a member for the purpose of continuing to qualify for continuous submarine duty incentive pay under section 2302 of this volume.

b. Any unserved period of 2 years or less of an extension of an enlistment for which no bonus has been paid or for which no bonus is otherwise payable, provided the immediately subsequent term of reenlistment or immediately subsequent voluntary extension of an enlistment provides additional obligated service of at least 2 years.

4. Members who reenlist or extend to gain sufficient obligated service to participate in a program leading to a commissioned or warrant officer status are not entitled to an SRB.

5. Officers of the Uniformed Services who reenlist in the Military Service concerned within 3 months after their release from active duty as an officer are entitled to an SRB provided they served on active duty as an enlisted member in that Military Service immediately before serving as an officer and meet all other eligibility criteria. Pay grade for SRB computation is the grade of reenlistment.

6. Members who have received readjustment pay, severance pay, or separation pay are not eligible to receive an SRB.

7. The SRB is not payable for an enlistment in a Regular Component that follows discharge from a Reserve Component during or at the completion of a period of active duty for training.

8. A member who also is eligible for the regular reenlistment bonus is paid either bonus, whichever the member elects. (See subparagraph 090303.B., below.)

9. Members receiving petty officer nuclear continuation pay are not eligible to receive an SRB.

090202. Amount of Payment. See subparagraph 090202.B for the computation.

A. Additional Obligated Service

1. Additional obligated service is defined as any active service commitment beyond an existing contractual service agreement. Existing contractual service agreements include enlistments, extensions of enlistment, enlistment as extended, and reenlistments. Members, however, who entered into an extension agreement before May 10, 1974, and who cancel the extension before it becomes operative to reenlist immediately for a period of at least 2 years beyond the extension agreement, are allowed to use the period of the extension for SRB computation.

2. An extension of enlistment, which is cancelled by the Military Service concerned before becoming operative, is not considered as previously obligated service for SRB computation purposes. This applies only to cancellations initiated by the Military Service concerned and not to cancellations initiated by the member. Cancellations initiated by a Military Service occur when the basis for the extension no longer exists. An example of a Military Service-initiated cancellation would be when a member extends an enlistment for a special duty assignment but, before the extension becomes operative, he or she is denied that assignment by the Military Service.

3. Under authority provided to the Chief of Naval Operations, certain nuclear trained and qualified enlisted members of the Naval Service, who enter into an extension agreement on or after May 10, 1974, and who cancel the extension before it becomes operative to reenlist immediately for a period of at least 2 years beyond the extension agreement, are allowed to use the period of the extension for SRB computation.

★ 4. Members discharged involuntarily before the expiration of enlistment or operative extension in connection with Military Service early separation programs, who are reenlisted immediately following discharge, are considered to have completed their service agreement under the prior contract. The unserved period under the prior contract is considered to terminate on the date of involuntary discharge. Any member who elects an option for an early discharge, as opposed to being required to separate early, is not considered to have been involuntarily discharged and therefore the provisions of this subparagraph do not apply.

B. Computation Factors. Specifically, the SRB is:

1. Paid in the amount of basic pay for 1 month times the multiple assigned to the military specialty (not to exceed 15), times the years, or fractions of years (months), of additional obligated service as defined above. In the case of a member reenlisting after release from active duty as an officer, use the basic pay rate applicable on the day of reenlistment. (See subparagraph 090201.E.5, above.)

2. Not paid for obligated active service (including active duty for training) in excess of 16 years.

Example: A member with 13 years, 3 months, and 15 days active duty; 3 months, 5 days of active duty for training; and 2 months, 15 days of existing obligated service, who enlists for 4 years, can be paid an SRB (Zone C) based on 2 years, 2 months as follows:

<u>YR</u>	<u>MO</u>	<u>DAY</u>			
Active duty		13	3		15
Active duty for training			3		5
Existing obligated service		—	—	2	15
Total		13	8		35
Or		13	9		5
Maximum SRB years		16	0		0

3. Not to exceed a maximum amount of \$60,000 per SRB. (See maximum SRB years in example above.)

	<u>YR</u>	<u>MO</u>	<u>DAY</u>
Less obligated active service (partial months count as a whole month)	13	10	0
Time for which SRB (Zone C) is payable	2	2	0

4. Not paid more than once within each zone of eligibility.

**C. Computation Factors for Commissioning Program**

1. Any member in the commissioning program with a class start date before June 1, 1983, was unaffected.

2. Bonus payments were suspended for any member with a class start date on or after June 1, 1983.

Example 1: Assume that the member reenlisted on April 4, 1982, for 4 years. The SRB due was \$16,000. The member was paid the first installment of \$8,000 (50 percent) on April 4, 1982, and the second installment of \$2,666.66 on April 4, 1983. The total SRB paid to date: \$10,666.66.

The member entered officer training school (OTS) with a class start date of June 1, 1983. The member's third and fourth installments would be suspended pending completion of OTS and commissioning. Given successful completion, the member would forfeit the remaining installments. However, had the member washed out of the program and returned to enlisted status in the same bonus skill, the remaining installments would be payable, but at a rate reduced by the number of days spent in the OTS program. Computation is as follows:

Initial Bonus Information

SRB Entitlement	\$16,000
No. Days Paid	1440
Daily Rate	\$11.1111 (\$16,000 / 1440)
No. Days in OTS	96 (member washed out of OTS September 6, 1983 (30-day basis))
New No. Days Paid	1344 (1440 - 96)
New SRB Entitlement	\$14,933.32 (1344 x \$11.1111)

Balance to be paid over remaining 2 installments: \$4,266.66 (\$14,933.32 - \$10,666.66 paid to date)

Due final 2 installments: \$2,133.33 (\$4,266.66 divided by 2).

Example 2: Assume that a member reenlisted on December 29, 1981, for 4 years. The SRB due was \$8,000. The member was paid the first installment of \$4,000 (50 percent) on December 29, 1981, and the second and third installments of \$1,333.33 each installment, on December 29, 1982, and December 29, 1983. The total SRB paid to date: \$6,666.66.

The member entered the education and commissioning program (ECP) with class start date of January 1, 1984. The member's fourth installment would be suspended pending completion of ECP and commissioning. Given successful completion, the member would forfeit the remaining installments. Had the member washed out of the program and returned to enlisted status in the same bonus skill, however, the remaining installments would be payable, but at a rate reduced by the number of days spent in the ECP program. Computation is as follows:

Initial Bonus Information

SRB Entitlement	\$8,000
No. Days Paid	1,440
Daily Rate	\$5.5555
No. Days in ECP	430 (member washed out of ECP March 10, 1985 (use 30-day basis))
New No. Days Paid	1010 (1440 - 430)
New SRB Entitlement	\$5,611.06 (1010 x \$5.5555)

The balance to be paid over remaining installment: 0. (The member was due \$5611.06 and previously paid \$6,666.66.) No overpayment exists; however, for recoupment purposes since the member is permitted to keep payments received before entrance in ECP.

Example 3: Assume that the member reenlisted on June 4, 1982, for 4 years. The SRB due is \$16,000. The member was paid the first installment of \$8,000 (50 percent) on June 4, 1982, with the second installment due on June 4, 1983.

The member entered OTS with class start date of June 10, 1983. The member's acceptance in OTS was granted on March 10, 1983. Under this set of circumstances, the

member would be due the second SRB installment as it fell due before the class start date. The member should be paid the second SRB installment, but the third and fourth installments would be suspended pending completion of the commissioning program.

Example 4: Assume that the member reenlisted on June 4, 1982, for 4 years. The SRB due is \$16,000. The member was paid the first installment of \$8,000 (50 percent) on June 4, 1982, with the second installment due on June 4, 1983.

The member entered ECP with a class start date of June 2, 1983. The member's acceptance in ECP was granted on March 10, 1983. Under this set of circumstances, the member would not be due the second SRB installment as it fell due after the class start date. The member's second, third, and fourth SRB installments would be suspended pending the completion of the commissioning program.

Example 5: Assume that the member enlisted on January 1, 1983, for 4 years. The member completed training on March 31, 1983, and was awarded a military specialty for which an enlistment bonus (EB) of \$6,000 was authorized. The member was paid the first installment of \$5,000 on April 1, 1983.

The member entered OTS with a class start date on June 1, 1983. The member washed out of the commissioning program on November 30, 1983. The computation is as follows:

Initial Bonus Information

EB Entitlement	\$6,000
No. Days Paid	1,440
Daily Rate	\$4.1666 (\$6,000 / 1440)
No. Days in OTS	180 (member washed out of OTS November 30, 1983 (use 30-day basis))
New No. Days Paid	1260 (1440 - 180)
New EB Entitlement	\$5,249.92 (1260 x 4.1666)
Balance to be Paid	\$249.92 (\$5,249.92 - \$5,000 paid to date)

090203. Method of Payment. SRB payments are paid in installments. Under regulations prescribed by the Secretary of the Military Department concerned (or designee), up to 50 percent of the total SRB may be paid as the first installment with the remaining portion paid in equal annual amounts over the remainder of the reenlistment period. The initial payment normally will be made on the day of reenlistment or the date a member begins serving in the extension. An initial payment of the SRB to an eligible individual, who reenlists with a break in active duty greater than 24 hours, will be made no earlier than 30 days after arrival at the first permanent duty station following reenlistment. Later installments of a Zone A or B SRB are payable on the anniversary date in each year of the reenlistment. Later installments of a Zone C SRB are payable on the reenlistment anniversary dates which occur before the individual completes 16 years of active service. In either case, where there is lost time, the subsequent installment payments will be delayed by the number of days of lost time. Discharge for the purpose of immediate reenlistment does not affect a member's entitlement to subsequent SRB installment payments.

090204. Reduction and Termination of Awards. When a military specialty is designated for reduction or termination of award, an effective date for reduction or termination of award shall be established and promulgated to the field at least 30 days in advance. Except as provided in subparagraphs 090201.A.6 and 090205.C, above, all awards on and after the effective date of the military specialty designated for reduction of award will be at the reduced level, and no new awards will be made on or after the effective date in a military specialty designated for termination of award.

090205. Determinations Affecting SRB Payments

A. If a member dies before receiving the full amount of the bonus due (including contracted future year anniversary payments) and death is not caused by the member's misconduct, the remaining balance of unpaid bonus is payable as a lump sum for inclusion in the settlement of the deceased member's final military pay account. If death is determined to be the result of the member's own misconduct, termination of future payments and proration or recoupment of the bonus, as applicable, will be made in accordance with procedures established for members whose inability to complete a contracted period of service is voluntary or the result of misconduct.

★ B. Once a member establishes a right to an SRB upon reenlistment on or before June 30, 1977, he or she is entitled to continued receipt of annual installment payments without further qualification in a critical military skill. The continued receipt of such payment does not depend upon performance of duties in the specialty for which the SRB is authorized. SRB payments for reenlistments on and after July 1, 1977, are subject to recoupment when a member is not qualified technically in the skill for which a bonus was paid, as provided in section 0905 of this volume.

C. When a member extends an enlistment, SRB payments are based on the award level multiplier in effect on the date the extension agreement is executed rather than on the date the extension agreement becomes operative.

★ D. Unpaid installments of an SRB are payable to members separated prior to completion of enlistment when separated under conditions which do not require recoupment. (See section 0905 of this volume.)

★ 090206. Expiration of Entitlement. No SRB may be paid with respect to any reenlistment, or voluntary extension of an active duty enlistment, in the Armed Forces entered into after December 31, 2001.

0903 REGULAR REENLISTMENT BONUS (RRB) 37 U.S.C. 308 (reference (aa))

090301. Basic Conditions of Entitlement. This section is applicable only to members who were on active duty on June 1, 1974.

A. To determine the number of reenlistments for which RRBs are payable, count the following:

1. An enlistment in the Regular Component of the Military Service concerned within 3 months from date of discharge or separation, on or after October 1, 1949, after compulsory or voluntary active duty (except active duty for training) in the Military Service concerned. See subparagraph 090301.C, below, for computation of 3-month period.

2. A reenlistment between October 1, 1949, and July 15, 1954, in a Regular Component following extended active duty of 1 year or more as a member of a Reserve Component.

3. A voluntary extension of an enlistment for 2 years or more. (For combined enlistment extension coverage, see paragraph 090304, below.)

4. An enlistment or reenlistment on or after October 1, 1949, for which a member received an enlistment allowance instead of a reenlistment bonus because the former was the greater amount.

5. Any former reenlistment for which a reenlistment bonus was payable by another Uniformed Service.

6. An enlistment in the Regular Component, on and after July 16, 1954, within 3 months after release from active duty as a commissioned or warrant officer under an appointment made on or after October 12, 1949. The commissioned or warrant service must immediately have followed active enlisted service in the same branch of Military Service.

B. Do not count:

1. Any enlistment or reenlistment entered into before October 1, 1949, for which an enlistment allowance was paid.

2. Any reenlistment for which a reenlistment bonus was not authorized, even if an erroneous payment was made and then remitted.

3. Any enlistment for which a minority discharge was issued.

C. The period of 3 months prescribed in this section (and in section 0902, above) that begins on the day following the date of discharge or separation and ends with the day of the month 3 months later corresponding to the date of discharge or separation.

1. Example: A member was discharged on September 3, 1978. The period of computation began on September 4, 1978, and ended on December 3, 1978.

2. If a member is kept in the Military Service beyond the date his or her term of enlistment that would normally end but is retained on active duty i.e., for the purposes of a court-martial trial, etc., the 3-month period begins on the day following his or her normal expiration of term of service instead of the actual date of separation. (Example: A member's ETS date is September 3, 1978. The member is retained for trial by court-martial on September 4, 1978, and discharged on November 3, 1978. The period of computation begins on September 4, 1978.) There is no authority to waive the 3-month limitation on eligibility to receive an RRB or SRB.

090302. To Whom Payable. An RRB may be paid to an enlisted member who was on active duty on June 1, 1974, and who:

A. Enlists or reenlists in the Regular Component of the same Military Service within 3 months from the date of discharge or separation after compulsory or voluntary active duty (except active duty for training). This includes members enlisting under subparagraph 090301.A.6, above. See subparagraph 090301.C, above, for computation of 3-month period.

B. Was paid a reenlistment bonus under a prior law for a reenlistment on or after July 16, 1954, and who during that enlistment elects to be paid, if otherwise eligible, the difference between the amount received and that which would have been due as an RRB under this section.

C. Was inducted into the Armed Forces and, before the expiration of required service, was discharged in order to enlist immediately in the Regular Component of the same Military Service.

D. Was inducted into the Armed Forces, completed required service, and enlisted in the Regular Component of the same Military Service within a 3-month period.

090303. Computing Regular Reenlistment Bonus

A. Compute RRB as provided in Table 9-1. (See paragraph 090306, below, for restrictions.)

B. Members who also are eligible for the SRB may be paid either bonus, whichever they elect. If members receive the SRB in an amount less than \$2,000 and if, for a subsequent reenlistment, they are eligible for the RRB under this section, they may at that time be paid the RRB, but only in an amount which when added to the award of the SRB (and RRB, if any) previously received, does not exceed a total of \$2,000.

090304. Extensions of Enlistments. Compute the RRB as for actual reenlistment when members voluntarily extend their enlistment for 2 years or more. This includes combined extensions of enlistment as provided below. When part of a year is involved, compute the bonus by using as a multiplier the total number of years and fractions of years for which the enlistment was extended. A member who was paid an RRB when he or she first extended the enlistment for at least 2 years, but less than 4 years, is entitled to an additional RRB for later extensions. The additional bonus payable is computed on the basis of the combined extensions, not to exceed 4 years. Compute using the pay rate applicable on the day before they begin serving on the first extension. Deduct the bonus paid for the first extension. A single extension for less than 2 years, or a combination of extensions totaling less than 2 years, does not constitute a reenlistment for bonus purposes. Time lost made good is not considered an extension of enlistment. When a member reenlists and qualifies for an RRB after completing an extension, compute the bonus at the rate of basic pay he or she received on the date of actual discharge. If extensions entered into total 2 years or more, they constitute a reenlistment as provided in subparagraphs 090304.A and B, below.

Example 1: A member who extends for 20 months, and subsequently for another 6 months, is entitled to a bonus on the day he or she starts serving the 6-month extension. No bonus is payable for the 20 month extension if, before entry on the 6-month extension, the 6-month extension is cancelled.

Example 2: A member who extends his or her enlistment for 11 months, then for 6 additional months, and then for 12 another months is entitled to a bonus on the day he or she starts serving the third extension.

A. Army and Air Force. Before January 2, 1968, Army and Air Force members could not combine extensions of enlistment to attain eligibility for an RRB. Two or more extensions entered into on or after January 2, 1968, were treated as a single extension. If the extensions totaled 2 years or more, they constituted a reenlistment. For the purpose of combining extensions of an enlistment, an extension entered into prior to January 2, 1968, could not be combined with extensions entered into on or after January 2, 1968.

B. Navy and Marine Corps. Two 1-year extensions of an enlistment before August 10, 1956, did not constitute a reenlistment. On or after August 10, 1956, extensions of 1 year or less which, when combined, equal 2 years or more, constituted one reenlistment for entitlement to an RRB.

090305. Time of Payment. Payment of an RRB normally is made on the day the member reenlists. A member who extends his or her enlistment for 2 years or more is not paid the bonus for the extension until he or she actually begins serving the extension. A member who becomes entitled to an RRB by having extended for two or more times for a combined total of 2 years or more may not be paid a bonus until he or she actually begins serving the extension that, when combined with the previous extension(s), results in a service commitment of 2 years or more.

090306. Restrictions

A. Grade

1. A member in pay grade E-1 on the date of last discharge or release from active duty is entitled to an RRB for a first reenlistment computed on the basis of only two-thirds of his or her monthly basic pay on date of last discharge or release from active duty.

2. A member in pay grade E-1 or E-2 on date of last discharge or release from active duty is not entitled to an RRB for second or subsequent reenlistments.

3. A member in pay grade E-3 on date of last discharge or release from active duty is not entitled to an RRB for a third or subsequent reenlistment.

B. Length of Service. An RRB may not be paid to members who reenlist:

1. During their prescribed period of basic recruit training (while a resident at a basic military training school where they receive both processing and training), or

2. After completing a total of 20 years of active federal service. Active federal service includes active duty for training.

3. After a break in service of more than 3 months subsequent to June 1, 1974. This, however, is not a bar to entitlement for a subsequent reenlistment within 3 months of separation.

C. Cumulative Amount. The cumulative amount of an RRB paid to a member under any provisions of law may not exceed \$2,000.

1. Include any reenlistment bonus paid by one or more of the Uniformed Services, less any portion later recouped, in determining the cumulative total payable under this section.

2. Any amount of erroneous payment (when no entitlement to bonus existed) or overpayment (i.e., amount in excess of that authorized) made under this section, which later is remitted, is not counted as part of the \$2,000 cumulative amount.

3. Amounts of any unearned RRB requiring recoupment which are remitted must be included in determining the cumulative amount of \$2,000.

4. Amounts paid as enlistment allowances after October 1, 1949, are not included in the \$2,000 cumulative amount limitation.

D. Discharge From Another Service. An RRB is not payable for an enlistment entered into, following discharge or separation from another branch of the Uniformed Services.

E. Members on Temporary Disability Retired List. A member whose name was placed on the temporary disability retired list, and who later was discharged and reenlisted in a Regular Component of the Uniformed Services more than 3 months after date of placement on such list, is not entitled to an RRB.

F. Members on Active Duty for Training. An RRB is not payable for an enlistment in a Regular Component, if it follows a discharge from a Reserve Component during or at the completion of a period of active duty for training.

G. Reenlistments Which Will Extend Service Beyond 20 Years. An RRB is payable for only the number of years, months, and days needed to complete 20 years of active federal service.

#### ★0904 RETENTION BONUS FOR MEMBERS QUALIFIED IN A CRITICAL SKILL

090401. Basic Conditions of Entitlement. Effective October 1, 2000, an officer or enlisted member of the armed forces who is serving on active duty and is qualified in a designated critical military skill may be paid a retention bonus as provided in this section if:

A. In the case of an officer, the member executes a written agreement to remain on active duty for at least 1 year.

B. In the case of an enlisted member, the member reenlists or voluntarily extends the member's enlistment for a period of at least 1 year.

090402. Designation of Critical Skills. A designated critical military skill is a military skill designated as critical by the Secretary of Defense.

090403. Payment. A bonus under this section may be paid in a single lump sum or in periodic installments. A retention bonus paid under this section is in addition to any other pay and allowance to which the member is entitled.

090404. Amount of Retention Bonus. A member may enter into an agreement, reenlist, or voluntarily extend enlistment, more than once to receive a bonus under this section. However, the total amount of all bonuses received under this section may not exceed \$200,000.

090405. Ineligible Members. A retention bonus may not be provided to a member of the armed forces who:

A. Has completed more than 25 years of active duty; or

B. Will complete the member's twenty-fifth year of active duty before the end of the period of active duty for which the bonus is being offered.

090406. Expiration of Entitlement. No bonus may be paid under this section with respect to any reenlistment, or voluntary extension of an enlistment, in the armed forces entered into after December 31, 2001.

090407. Loss of Entitlement and Recoupment of Bonus. The Secretary of Defense may require the member to repay any unearned portion of a retention bonus. See paragraph 090501 of this volume for legal requirements regarding recoupment of unearned portions of retention bonuses.

#### 0905 RECOUPMENT OF ENLISTMENT, REENLISTMENT AND RETENTION BONUSES

★ 090501. Legal Requirements. Recoupment of unearned portions of enlistment bonuses, reenlistment bonuses (regular and selective) and retention bonuses is required when:

A. A member voluntarily or because of misconduct does not complete the term of enlistment, reenlistment, extension of enlistment, or anniversary year for which the bonus was paid. Members discharged 3 months or less before expiration of enlistment for reasons set forth in subparagraph 090503.N, below, are considered to have completed the terms of enlistment, reenlistment, extension of reenlistment, or anniversary year for which the bonus was paid. For Army, Air Force, and Marine Corps members, this provision became effective on January 2, 1968. In computing the period "3 months or less," the date of normal expiration of enlistment is excluded.

B. A member is not qualified technically in the skill for which a bonus was paid (other than a member who is not qualified because of injury, illness, or other impairment, not the result of misconduct). This provision was effective June 30, 1977, for members paid an enlistment or selective reenlistment bonus.

★ C. An officer who has entered into a written agreement fails to complete the total period of active duty specified in the agreement.

#### 090502. Recoupment Not Required

★ A. A member paid an enlistment bonus, who is discharged prior to the completion of the term of service for the purpose of immediate reenlistment for which no reenlistment bonus is paid, is not required to refund the unearned portion of the enlistment bonus provided the term of the reenlistment following the early discharge includes the remaining period of service in the prior enlistment.

B. A member paid any reenlistment bonus, who is discharged early for the purpose of immediate reenlistment for which no reenlistment bonus is paid, is not required to refund the unearned portion of the bonus provided the term of the reenlistment following the early discharge includes the remaining period of service in the prior enlistment.

★ 090503. Reasons for Recoupment. For purpose of recouping any unearned portions of enlistment, reenlistment, or retention bonuses, the term “who voluntarily or because of misconduct” includes (but is not limited to) members separated for the reasons listed below:

A. Transfer to Fleet Reserve, Fleet Marine Corps Reserve, or the Army or Air Force Reserve (and placement on the retired list of the regular Army or Air Force) with release to inactive duty before expiration of the number of years of service for which a bonus was paid. Retirement for disability is excluded.

B. Marriage - female member.

C. Resignation-separation by reason of acceptance of member’s resignation (includes resignation for the good of the Military Service in lieu of trial by court-martial).

D. As a result of a writ of habeas corpus.

E. Voluntary separation, or transfer to a Reserve Component, if required by law, following reduction to a lower permanent grade from a higher temporary grade in which the member was erroneously reenlisted.

F. Disability not in the line of duty.

G. Approved sentence of court-martial or conviction by a civil court.

H. Misconduct.

I. Defective enlistment (includes erroneous and fraudulent enlistments).

J. Entry level performance and conduct.

K. Unsatisfactory performance.

L. Drug and alcohol rehabilitation failure.

M. As directed by the Secretary of the Military Department concerned (or designee) in individual cases. Includes voluntary separation, or transfer to a Reserve Component if required by law; and for the convenience of the government upon the application and interest of the member because of special or unusual circumstances including, but not limited to, the following:

1. To permit attendance at a civilian school.
2. To permit enlistment in another Military Service. Recoupment of unearned bonus is not required if the member is separated to permit acceptance of, or entry into a program leading to a commission or warrant appointment in the same or another Military Service. In that case, the entitlement to an additional unpaid bonus is suspended and will terminate upon commissioning or appointment. The entitlement to additional unpaid bonus will be reinstated and paid on a pro rata basis, however, if the member is not commissioned or appointed and returns to an enlisted status in the same bonus skill.

Commissioning programs are defined as those programs which, upon successful completion, may lead to an appointment as a warrant or commissioned officer of the Armed Forces. These programs include attendance at:

- a. Colleges or universities to fulfill educational requirements for completion of baccalaureate degree.
- b. Military Service academy preparatory schools to obtain educational requirements for entrance to Service academy.
- c. Military Service schools for the purpose of training and screening eligible applicants for an appointment as a warrant or commissioned officer.

3. To permit enlistment of aliens in the armed forces of their country.
4. Sole surviving family member.
5. Conscientious objection.
6. Overweight/obesity or lack of physical fitness.
7. Pregnancy. Recoupment is required only where member is voluntarily separated, not when pregnancy causes loss of qualification in bonus skill.
8. Public office.
9. Parenthood.
10. Personality Disorder. Recoupment is required for administrative discharges. Recoupment is not required when member is medically discharged with a physical disability.

**EXCEPTIONS:** Hardship and dependency separations are considered involuntary for the purposes of this paragraph and do not require recoupment of unearned portions of a bonus.

N. Reasons established by Military Departments (reasons will be approved by ASD (FMP)). The decision to recoup will be made by DASD (MPP).

O. See the cognizant Military Service procedural instructions for lists of separation reasons and the corresponding separation program designator (SPD) codes.

090504. Additional Reasons for Recoupment. Except for members not qualified because of injury, illness, or other impairment not the result of their own misconduct, entitlement to the full amount of an enlistment or selective reenlistment bonus awarded after June 30, 1977, will be contingent upon a member maintaining the technical qualification required for effective performance in the military specialty for which the bonus was awarded.

A. A member will be considered not technically qualified in the bonus specialty when no longer classified in that specialty, when the specialty designator is removed from the member's records, and when current and future assignment in that military specialty is precluded for any of the following reasons within the member's control:

1. Refusal to perform certain duties required for effective performance in the military specialty when the member had volunteered for such duties in writing before accepting the bonus.

2. Disciplinary action taken under Uniformed Code of Military Justice or civil court conviction when such action renders the individual unqualified for future performance in the military specialty.

3. Injury, illness, or other impairment resulting from own misconduct, as established through existing line of duty determination procedures, which interferes with effective performance in the military specialty.

4. Withdrawal of the minimum security clearance, loss of qualification under the Personnel Reliability Program (PRP), or loss of any other mandatory qualification required for effective performance in the military specialty, when such withdrawal or loss is voluntary or caused by the member's own misconduct and results in removal from the military specialty.

B. In addition to the criteria specified in subparagraph 090504.A., above, a member of the Navy will be considered not technically qualified for duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants for the following reasons within the member's control:

1. Removal of the Navy Enlisted Classification Code (NEC) as a result of the member's demonstrated inability to maintain the required proficiency, or failure to meet the qualification or requalification measures required for duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants.

2. Removal of the NEC as a result of the member's demonstrated lack of reliability for assignment to duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants.

090505. Recoupment Due to Lost Time. Time lost during a period for which an enlistment or reenlistment bonus was paid must be made good before discharge or a pro rata part of the bonus must be recouped.

090506. Computation of Recoupment of Enlistment and Reenlistment Bonuses

A. Regular Reenlistment Bonus (RRB) ((37 U.S.C. 308 (reference (aa))). Recoupment is required on a percentage basis for the time remaining to be served. Reduce the amount paid to an amount per month. Multiply the number of months and fractions of months not served, including lost time, by the amount of bonus paid per month. The product is the amount to be recouped. When a member receives an RRB for a period less than that for which reenlisted because obligated service would extend beyond 20 years, recoupment is computed on the basis of the actual period for which paid. For purposes of this computation, a month consists of 30 days.

Example: A member reenlisted for 4 years on July 16, 1973. Monthly basic pay on discharge was \$390.60;  $\$390.60 \times 4 = \$1,562.40$ , the total amount of the RRB paid. The amount per month was computed at  $\$1,562.40 / 48$  months or \$32.55 per month. This member served 2 years, 11 months, and 15 days and was discharged on June 30, 1976, for a reason requiring recoupment. One year and 15 days were not served. The amount to be collected from the member was twelve and one-half months  $\times \$32.55 = \$406.88$ .

B. Selective Reenlistment Bonus (SRB). The same principle that is applied to the recoupment of the RRB applies to the SRB. A member who received an SRB did not receive an RRB for the same reenlistment. The recoupment of an SRB, however, is based on the period of additional obligated service and not on the entire enlistment period. Further, the total amount of the SRB is earned upon completion of 16 years of active service.

Example 1: A member reenlisted for 6 years with additional obligated service of 4 years. The member qualified for an SRB totaling \$6,000. The member received the first installment of \$1,000 on reenlistment and additional installments of \$1,000 on the first and second anniversary dates of the reenlistment, or a total of \$3,000. If the member is discharged for a reason requiring recoupment of the SRB after serving 2 years 6 months of the 6-year reenlistment period, compute the amount due the United States as follows:

The member served only 6 months of additional obligated service. Since additional obligated service was 4 years or 48 months, the SRB was earned at the rate of \$125 per month during the 6-month period of additional obligated service ( $\$6,000 / 48 = \$125$ ). The amount earned (\$750) was derived by multiplying \$125 per month  $\times 6$  months. Since the member was paid a total of \$3,000 in an initial and anniversary payments, \$2,250 is due the United States.

Example 2: A member reenlisted for 4 years with additional obligated service of 3 years 9 months. The member qualified and was paid an SRB of \$4,232.25. If the member is discharged for a reason requiring recoupment of the bonus after serving 1 year, 4 months, 20 days of the 4-year reenlistment period, compute the amount due the United States as follows:

The member served only 1 year, 1 month, and 20 days of the additional obligated service. Since additional obligated service was 3 years and 9 months (45 months), the SRB was earned at the rate of \$94.05 per month ( $\$4,232.25 / 45 = \$94.05$ ). The amount earned for the 1 year, 1 month, and 20 days of service was \$1,285.35 (13-20/30 months x \$94.05 = \$1,285.35 earned). Since the member was paid a total of \$4,232.25 and \$1,285.35, then \$2,946.90 is due the United States. Although the above example shows the recoupment computation in terms of months, the computation may be made using a daily rate with each whole month converted to 30 days.

★ C. Enlistment and Retention Bonuses. The same principle that is applied to the recoupment of an RRB applies to enlistment and retention bonuses.

★ D. For all enlistment, reenlistment, and retention bonuses, reduce the amount to be recouped by an amount equal to any reduction taken under subparagraphs 350702.F or 350802.D of this volume.

<b>COMPUTATION OF REGULAR REENLISTMENT BONUS (37 U.S.C. 308) (Note 1)</b>					
<b>R U L E</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
	<b>When</b>	<b>compute reenlistment bonus by using</b>	<b>at pay rate applicable</b>	<b>multiplied by</b>	<b>to obtain amount payable as</b>
<b>1</b>	An enlisted member reenlists on or after July 16, 1954	1 month basic pay (1st reenlistment); or two-thirds of basic pay for 1 month (2nd reenlistment); or one-third of one month's basic pay (3rd reenlistment); or one-sixth of the basic pay for one month (4th and subsequent reenlistments) (note 2)	on date of discharge or release from active duty	number of years for which member reenlists	1st reenlistment bonus; 2nd reenlistment bonus; 3rd reenlistment bonus; or 4th or subsequent reenlistment bonus, as applicable (note 3).
<b>2</b>	An officer or warrant officer qualified under subparagraph 090301.A.6, reenlists on or after July 16, 1954		to grade in which enlisted (including cumulative years service) (note 4)		
<b>3</b>	An enlisted member's reenlistment or extension extends the active service beyond 20 years		on date of discharge or release from active duty	number of years, months, and days needed to complete 20 years' active federal service	
<b>4</b>	An enlisted member extends the enlistment for 2 years or more (note 5)		on day before the day member begins serving on the extension	number of full years and fractions thereof (not to exceed 4) for which member extended enlistment	
<b>5</b>	An enlisted member of the Navy or Marine Corps, on or after August 10, 1956, or of the Army or Air Force, on or after January 2, 1968, has combined enlistment extensions totaling 2 years or more (note 5)		on day before the day member begins serving on first extension		

NOTES:

1. Applicable only to members on active duty on June 1, 1974.
2. Navy and Marine Corps-exclude the 25 percent increase in basic pay provided under section 0204 of this volume.
3. See paragraph 090306 of this volume for grade, length of service, and cumulative amount payment restrictions.
4. Pay reenlistment bonus at the higher grade when there is a simultaneous promotion to a higher grade effective on the date of reenlistment.
5. Extension of 2 years or more is counted as a reenlistment in computing bonus payable for later reenlistments.

**Table 9-1. Computation of Regular Reenlistment Bonus (37 U.S.C. 308)**

## Chapter 9—Special Pay-Enlistment and Reenlistment Bonus-Enlisted Members

## ★0901—Enlistment Bonus

090105.A DoDD 1304.21  
 DepSecDef Memo,  
 April 26, 2001  
 37 U.S.C. 309  
 Public Law 106-398,  
 section 624,  
 October 30, 2000  
 58 Comp Gen 282

## 0902—Selective Reenlistment Bonus

090201 37 U.S.C. 308  
 Public Law 93-277,  
 May 10, 1974  
 Public Law 106-65,  
 section 618,  
 October 5, 1999  
 37 U.S.C. 308(a)(1)(A)  
 DepSecDef Memo,  
 November 18, 1999

090201.B.1 Public Law 106-65,  
 section 618,  
 October 5, 1999  
 37 U.S.C. 308(a)(1)(A)  
 DepSecDef Memo,  
 November 18, 1999

090201.B.3 Public Law 106-65,  
 section 618,  
 October 5, 1999  
 37 U.S.C. 308(a)(2)(B)

090202 Public Law 106-65,  
 section 618,  
 October 5, 1999  
 37 U.S.C. 308(a)(2)(A)(i)  
 DepSecDef Memo,  
 November 18, 1999  
 OASD (FMP) Memo  
 November 20, 2000

090202.A.4 MS Comp Gen B-230360,  
 November 9, 1990

090202.B.1 ODASD(MPP)OEPM Memo,  
 December 9, 1994

090205 58 Comp Gen 282

★

	090205.A	ASD(FMP) Memo, June 29, 1999
	090205.D	45 Comp Gen 379
★	090206	Public Law 106-398 section 623, October 30, 2000 37 U.S.C. 308 (g)

## 0903—Regular Reenlistment Bonus

	090301	Public Law 93-277, May 10, 1974
	090301.A.5	36 Comp Gen 786
	090301.A.6	MS Comp Gen B-123049, July 1, 1955
	090301.B.1	34 Comp Gen 715
	090301.B.2	42 Comp Gen 172 45 Comp Gen 561
	090301.B.3	36 Comp Gen 439
	090301.C	30 Comp Gen 222 38 Comp Gen 333
	090302.C	35 Comp Gen 371
	090302.D	35 Comp Gen 664
	090304	37 U.S.C. 906 45 Comp Gen 123 MS Comp Gen B-175846, October 4, 1972
	090304.A	34 Comp Gen 615 40 Comp Gen 14
	090304.B	40 Comp Gen 14
	090305	35 Comp Gen 663 MS Comp Gen B-175846, October 4, 1972
	090306.C	JAGA, Dig Ops, Volume 3, page 618
	090306.C.3	42 Comp Gen 172
	090306.C.4	42 Comp Gen 172
	090306.D	28 Comp Gen 460
	090306.F	36 Comp Gen 127

★	0904— Retention Bonus for Members Qualified in a Critical Skill	37 U.S.C. 323 Public Law 106,398, section 633, October 30, 2000
	0905— Recoupment of Enlistment, Reenlistment and Retention Bonus	
★		DoDD 1304-21 37 U.S.C. 309(b) Public Law 106-398, section 624, October 30, 2000
★	090501	37 U.S.C. 323(g) Public Law 106-398, section 633, October 30, 2000
★	090502.A	OASD(FMP) Memo November 20, 2000
	090503	Public Law 93-277, May 10, 1974 OASD(MRA&L) Memo, April 13, 1983 MS Comp Gen B-210827, September 21, 1983 MS Comp Gen B-206550, October 27, 1982 OASD(FMP) Memo, April 14, 1999
	090503.M	39 Comp Gen 377
	090503.M.10	Navy Pers-20 Memo, November 29, 1995
	090504	Public Law 95-57, June 29, 1977
	090505	10 U.S.C. 972 33 Comp Gen 513
	090506	33 Comp Gen 513
	090506.D	Public Law 103-139, section 8127, November 11, 1993

Table 9-1

Rule 4	45 Comp Gen 123 37 U.S.C. 906
Rule 5	45 Comp Gen 123 37 U.S.C. 906
Note 4	36 Comp Gen 788