Purpose

The purpose of this guide is to provide EES users an instructional resource when completing the DA FORM 1059 in EES once a course has been created.

DA FORM 1059 in EES

Agenda

Accessing the AER in EES

EES/AER Functionality
(to include ACFT Data Comments)

HRC Evaluations Branch
June 2023

U.S. ARMY

DA FORM 1059 in EES

U.S. ARMY

Evaluation Entry System
U.S. Army Human Resources Command

Main Menu ▼   Profiles ▼   New OER Training ▼   New NCOER Training ▼

The system will be down on scheduled maintenance days shown in the EES Maintenance Schedule

Need IT Assistance?

📞 502-613-7777

✉ usarmy.knox.hrc.mbx.it-help-desk@mail.mil

📋 IT FAQ

Need Policy Assistance?

📞 502-613-9019

✉ usarmy.knox.hrc.mbx.tagd-eval-policy@mail.mil

📋 OER POLICY FAQ

📋 NCOER POLICY FAQ

Eva

🔑

📁

📄 Evaluation Entry System Users Guide

Welcome to the HRC Evaluations Entry System
Please select an option below:

OER	NCOER	AER	TOOLS
Create OER Support Form	Create NCOER Support Form	AER Home	View Profiles where I am a delegate
Edit OER Support Form	Edit NCOER Support Form	AER File Upload	View my Rater and Senior Rater Profile
		AER File Upload Report	Signature Removal
Create New OER	Create New NCOER		Request ERS Access
Continue/View Active OERs	Continue/View Active NCOERs		Status & Management Tools: Evaluation Reports System (ERS)
	Upload DA Form 2166-8 .pdf-f		View Permissions where I

From the EES Home Page, select "AER Home".

Manage Rating Chain

View Forms

External Links and Resources

AR 623-3

DA PAM 600-3

DA PAM 600-4

DA PAM 623-3

Evaluation Entry System
U.S. Army Human Resources Command

Main Menu ▾   Profiles ▾

Need IT Assistance?

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✉ usarmy.knox.hrc.mbx.it-help-desk@mail.mil

▤ IT FAQ

Need Policy Assistance?

📞 502-613-9019

✉ usarmy.knox.hrc.mbx.tagd-eval-policy@mail.mil

▤ OER POLICY FAQ

▤ NCOER POLICY FAQ

Evaluation Tools

🔧 Training Tools

📁 Appeals and Corrections

📓 Evaluation Entry System Users Guide

AER

Continue/View Active AERs

Course ___ation

Bulk Edit

Select "Continue/View Active AERs".

U.S. ARMY

Main Menu ▼   Profiles ▼   New OER Training ▼   New NCOER Training ▼   Logged In: ABSHIRE.ROBER

	Title	FY	Location	Class ID	From Date	Thru Date
+	JOINT & COMBINED WARFIGHTING SCH,INTERMEDIATE	2019	JOINT FORCES STAFF COLLEGE, NORFOLK, VA	4	2019/04/01	2019/06/07
+	JOINT COMBINED WARFIGHTING SCHOOL-HYBRID	2019	JOINT FORCES STAFF COLLEGE, NORFOLK, VA	5	2019/02/11	2019/05/10

EES will display only the courses for which the Rating Official has been assigned.

Click on the "+" symbol to the left of the class to view your student list and initiated AERs.

Once the user clicks the "+" symbol, EES will display a list of all initiated AERs. To open a specific AER, click on the desired row.

	Title	FY	Location	Class ID	From Date	Thru Date
−	JOINT & COMBINED WARFIGHTING SCH,INTERMEDIATE	2019	JOINT FORCES STAFF COLLEGE, NORFOLK, VA	4	2019/04/01	2019/06/07

Eval ID	From Date	Thru Date	Rated Student	Signed?	Academic Rater	Signed?	Reviewing Official	Signed?	Referred?
5	2019/04/01			No		No			
6	2019/04/01			No		No			
7	2019/04/01			No		No			
8	2019/04/01			No		No			
9	2019/04/01			No		No			
1	2019/04/01			No		No			

	Title	FY	Location	Class ID	From Date	Thru Date
+	JOINT COMBINED WARFIGHTING SCHOOL-HYBRID	2019	JOINT FORCES STAFF COLLEGE, NORFOLK, VA	5	2019/02/11	2019/05/10

Main Menu ▼   Profiles ▼   New OER Training ▼   New NCOER Training ▼

| Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete |

To edit a particular selection, choose the appropriate button below:

| Rated Soldier | Academic Rater | Reviewing Official |

AER # 5

After opening the AER, the Evaluation ID# is located in the upper left side of the screen.

SERVICE SCHOOL 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.

PART I - ADMINISTRATIVE (Rated Officer)

| a. NAME (Last, First, Middle Initial) | | b. DOD ID No. | c. RANK MAJ | d. BRANCH | e. SPECIALTY/PMOSC 00E |

f. COURSE TITLE
JOINT & COMBINED WARFIGHTING SCH,INTERMEDIATE

g. NAME AND LOCATION OF SCHOOL
JOINT FORCES STAFF COLLEGE, NORFOLK, VA

| h. DURATION OF COURSE | | i. COMPONENT RA | j. NO. OF ENCLOSURES | k. RATED STUDENT'S EMAIL ADDRESS (.gov or .mil) |
| FROM (YYYYMMDD) 20190401 | THRU (YYYYMMDD) | | 0 | |

l. REASON FOR SUBMISSION

○ COURSE COMPLETION
○ INTERIM REPORT
○ PHASE COMPLETION / PHASE # _____ OF _____

○ AHRC DIRECTED
○ RELEASED EARLY (NO FAULT OF STUDENT)

○ DID NOT GRADUATE

MILITARY EDUCATION LEVEL: _____

PART II - ACADEMIC ACHIEVEMENT (ACADEMIC RATER)

a. DOES SOLDIER FULLY SUPPORT SHARP, EO, AND EEO:
○ Yes ○ No (comments are required)

b. APFT PASS / FAIL / PROFILE: _____ DATE: _____

c. HEIGHT: ___0___ WEIGHT: ___0___ WITHIN STANDARD: _____
Comments required below, for "Failed" APFT, or "Profile" when it precludes performance of duty, and "No" for Army Weight Standards.

d. OVERALL GRADE POINT AVERAGE: 0.0 of 0.0

e1. ASI/SQI AWARDED:

| SKILL IDENTIFIER | | | | |
| e2. CODE: | | | | |

l. COMMENTS

f. **CHARACTER/ACCOUNTABILITY:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

g. **PRESENCE/COMPREHENSIVE FITNESS:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

h. **INTELLECT/CRITICAL THINKING & PROBLEM SOLVING:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

i. **LEADS/COMMUNICATION & ENGAGEMENT:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

j. **DEVELOPS/COLLABORATION:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

k. **ACHIEVES/LIFE LONG LEARNER:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

m. SPECIAL PROJECT(S) OR PAPER(S):
1)
2)
3)

PART III - OVERALL ACADEMIC ACHIEVEMENT (REVIEWING OFFICIAL)

a. Select one box representing Rated Student's overall academic achievement. Rated Student's class standing is # _____ of _____ (Class Standing use is limited to top 40%)

b. COMMENTS

U.S. ARMY

Select "Rated Soldier" to verify admin data.

U.S. ARMY

| Exit | Next | Save | Go to Signatures |

Admin Data

a. Last Name   First Name   M.I

b. DOD ID Number

c. Rank

d. Service Branch
USA | US ARMY

d. Branch

i. Component

e. Specialty/Pmosc

f. Course Title
AIRBORNE

h. Course From Date
20190701

h. Course Thru Date
20190719

j. No. of Enclosures
0

k. Rated Student's Email Address

Must use .gov or .mil

Rated Student's Alternate Email Address

Upon selecting the appropriate Service Branch, the corresponding Rank, Service Branch, Branch, and Component options will be provided.

NOTE
The entire entered email address will be saved in the system, but it may be truncated on the printed form if it exceeds the space allowable.

| Exit | Next | Save | Go to Signatures |

Step 1
Admin Data -
Rated Soldier

Step 2
Admin Data -
Referred

U.S. ARMY

d. Service Branch

CIV | DOD CIVILIAN
DAC | DA CIVILIAN
OTH | OTHER
USA | US ARMY
USAF | US AIR FORCE
USCG | US COAST GUARD
USMC | US MARINE CORP
USN | US NAVY

Select the appropriate Service Branch.

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c. Rank

Private
Private Second Class
Private First Class
Specialist
Corporal
Sergeant
Staff Sergeant
Sergeant First Class
Master Sergeant
First Sergeant
Sergeant Major
Command Sergeant Major
Sergeant Major of the Army
Second Lieutenant
First Lieutenant
Captain
Major
Lieutenant Colonel
Colonel
Brigadier General
Major General
Lieutenant General
General
General of the Army
Warrant Officer One
Chief Warrant Officer 2
Chief Warrant Officer 3
Chief Warrant Officer 4
Chief Warrant Officer 5

Must use .gov or .mil

d. Branch

25 - SIGNAL CORPS
26 - INFORMATION NETWORK ENGINEERING
29 - ELECTRONIC WARFARE OFFICER
30 - INFORMATION OPERATIONS
34 - STRATEGIC INTELLIGENCE
40 - SPACE OPERATIONS
46 - PUBLIC AFFAIRS
47 - UNITED STATES MILITARY ACADEMY (USMA) SPECIALIZED FACULTY
48 - FOREIGN AREA OFFICER
49 - OPERATIONS RESEARCH/SYS
50 - FORCE MANAGEMENT
51 - ACQUISITION CORPS
52 - NUCLEAR AND COUNTERPRO
53 - INFORMATION SYSTEMS MAN
57 - SIMULATION OPERATIONS
59 - STRATEGIC PLANS AND POLICY
AD - AIR DEFENSE ARTILLERY
AG - ADJUTANT GENERAL
AN - ARMY NURSE CORP
AR - ARMOR
AV - AVIATION
CA - CIVIL AFFAIRS
CH - CHAPLAINS
CM - CHEMICAL
CY - CYBER
DC - DENTAL CORP
DL - BRANCH UNASSIGNED (RESERVES ONLY)
EN - ENGINEER

Military Education Level

i. Component

RA
ARNG
USAR

/Pmosc

Please select the appropriate Rank, Branch and Component.

| Exit | Next | Save | Go to Signatures |

Admin Data

a. Last Name   First Name   M.I

b. DOD ID Number

c. Rank

d. Service Branch
USA | US ARMY

d. Branch

i. Component

e. Specialty/Pmosc

f. Course Title
AIRBORNE

h. Course From Date
20190701

h. Course Thru Date
20190719

j. No. of Enclosures
0

k. Rated Student's Email Address

Must use .gov or .mil

Rated Student's Alternate Email Address

> **The course "From" and "Thru" dates can be adjusted for late registration and early graduation. The "From" date cannot be earlier, and the "Thru" date cannot be later than the original course dates as listed (and imported from ATRRS) into EES.**
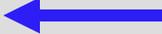
NOTE
The entire entered email address will be saved in the system, but it may be truncated on the printed form if it exceeds the space allowable.

| Exit | Next | Save | Go to Signatures |

| Step 1 Admin Data - Rated Soldier | Step 2 Admin Data - Referred |

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Main Menu ▾   Profiles ▾   New OER Training ▾   New NCOER Training ▾

| Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete |

To edit a particular selection, choose the appropriate button below:

| Rated Soldier | Academic Rater | Reviewing Official |

AER # 5

Selecting "Academic Rater" allows the designated Rating Official to conduct the assessment.

SERVICE SCHOOL 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.

PART I - ADMINISTRATIVE (Rated Officer)

| (Last, First, Middle Initial) | b. DOD ID No. | c. RANK MAJ | d. BRANCH | e. SPECIALTY/PMOSC 00E |

SE TITLE
& COMBINED WARFIGHTING SCH,INTERMEDIATE

g. NAME AND LOCATION OF SCHOOL
JOINT FORCES STAFF COLLEGE, NORFOLK, VA

| h. DURATION OF COURSE (YYYYMMDD) | THRU (YYYYMMDD) 01 | i. COMPONENT RA | j. NO. OF ENCLOSURES 0 | k. RATED STUDENT'S EMAIL ADDRESS (.gov or .mil) |

ON FOR SUBMISSION

○ COURSE COMPLETION   ○ INTERIM REPORT   ○ AHRC DIRECTED   ○ DID NOT GRADUATE
MILITARY EDUCATION LEVEL: _____   ○ PHASE COMPLETION / PHASE # _____ OF _____   ○ RELEASED EARLY (NO FAULT OF STUDENT)

PART II - ACADEMIC ACHIEVEMENT (ACADEMIC RATER)

a. DOES SOLDIER FULLY SUPPORT SHARP, EO, AND EEO:
○ Yes ○ No (comments are required)

b. APFT PASS / FAIL / PROFILE: _____ DATE: _____

c. HEIGHT: ___0___ WEIGHT: ___0___ WITHIN STANDARD: _____
Comments required below, for "Failed" APFT, or "Profile" when it precludes performance of duty, and "No" for Army Weight Standards.

d. OVERALL GRADE POINT AVERAGE: 0.0 of 0.0

e1. ASI/SQI AWARDED:

| SKILL IDENTIFIER | | | | |
| e2. CODE: | | | | |

l. COMMENTS

f. **CHARACTER/ACCOUNTABILITY:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

g. **PRESENCE/COMPREHENSIVE FITNESS:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

h. **INTELLECT/CRITICAL THINKING & PROBLEM SOLVING:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

i. **LEADS/COMMUNICATION & ENGAGEMENT:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

j. **DEVELOPS/COLLABORATION:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

k. **ACHIEVES/LIFE LONG LEARNER:**

| FAR EXCEEDED STANDARDS | EXCEEDED STANDARDS | MET STANDARDS | DID NOT MEET STANDARDS | NOT EVALUATED |
| ○ | ○ | ○ | ○ | ○ |

m. SPECIAL PROJECT(S) OR PAPER(S):
1)
2)
3)

PART III - OVERALL ACADEMIC ACHIEVEMENT (REVIEWING OFFICIAL)

a. Select one box representing Rated Student's overall academic achievement. Rated Student's class standing is # _____ of _____ (Class Standing use is limited to top 40%)

b. COMMENTS

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| Exit | Next | Save | Go to Signatures |

I. Reason for Submission **De-selecting "Course Completion" will clear "Military Education Level"**

62 | COURSE COMPLETION
63 | RELEASE EARLY (NO FAULT OF STUDENT)
64 | DID NOT GRADUATE
65 | PHASE COMPLETION

Select the appropriate reason for submitting the AER.

Course Completion. Requires the Military Education Level (MEL) annotated (where applicable).

Interim Report. Courses that exceed 15 months in duration.

Phase Completion. Completion of a course phase of a multiphase course.

AHRC Directed. Directed by CG, HRC

Did Not Graduate. Students failing to meet course standards and do not complete the course. (Referred)

Released Early (No Fault of Student), para. 3-14 (i)
- Must be explained in academic rater's narrative.
- Part II, blocks (d-k) and (m) and Part III, blocks (a) and (c) will not be completed.
- Explanation required in Part III, block b. (overall academic achievement)

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| Exit | Next | Save | Go to Signatures |

I. Reason for Submission

63 | RELEASE EARLY (NO FAULT OF STUDENT) ▾

Military Education Level

▾

If the student is released early (no fault of student), EES will remind the Rating Official that Rater comments are required in the Comments field.

| Exit | Next | Save | Go to Signatures | Print Draft |

Rater comments required in Comments field.

| Previous [Ignore Errors] | Exit [Ignore Errors] | Next [Ignore Errors] | Save [Ignore Errors] |

I. Reason for Submission

63 | RELEASE EARLY (NO FAULT OF STUDENT) ▾

Military Education Level

▾

U.S. ARMY

| Exit | Next | Save | Go to Signatures | Print Draft |

The rated student did not graduate from the course. The evaluation will be automatically "REFERRED" and comments regarding the rated students failure of the course are required in I. Comments.

Rater comments required in Comments field.

| Previous [Ignore Errors] | Exit [Ignore Errors] | Next [Ignore Errors] | Save [Ignore Errors] |

I. Reason for Submission
64 | DID NOT GRADUATE

Military Education Level

If the Academic Rater selects "DID NOT GRADUATE", EES will remind the Academic Rater that the AER will automatically be referred and that the Academic Rater must provide comments in the narrative.

Exit	Next	Save	Go to Signatures		Print Draft

Cannot select "Phase Completion" for non-phased course.
Rater comments required in Comments field.

Previous [Ignore Errors]	Exit [Ignore Errors]	Next [Ignore Errors]	Save [Ignore Errors]

I. Reason for Submission   **De-selecting "Phase Completion" will clear phase information**

65 | PHASE COMPLETION ▼   No phase info found for this course.

Military Education Level

[▼]

Phase completion reports are only for courses designated as having multiple phases, as indicated by ATRRS.

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Academic Achievement (ACADEMIC RATER)

SHARP, EO, EEO Statement

a. Does Soldier Fully Support SHARP, EO, and EEO?

◉ Yes ○ No

b. APFT Pass / Fail / Profile   Date   [Clear APFT Date]   c. Height (inches)   Weight (lbs)

[dropdown ▾]   [_____] 📅

Within Standard?

◉ Yes ○ No ○ Major Limb Loss

d. Overall Grade Point Average

[_____] of 4.0

e1. ASI/SQI Awarded:
(if more than FOUR skill identifiers are awarded they must be documented in PART I. Comments)

ASI/SQI Awarded:

e1. Skill Identifier: [▾]   [▾]   [▾]   [▾]

e2. Code: [___]   [___]   [___]   [___]

The Academic Rater will complete the SHARP, EO, EEO Statement, ACFT, Overall Grade Point Average (GPA), and ASI/SQI data as appropriate.

The "Overall GPA" is <u>NOT</u> intended to display the Student's final grade. If Rating Officials wish to notate a final grade for a class, it must be entered within the Narrative comment box(es) assigned to the Academic Rater and/or Reviewing Official.

b. APFT Pass / Fail / Profile   Date   c. Height (inches)   Weight (lbs)

Clear APFT Date

PREGNANT/POST PARTUM
PASS
NO APFT RATING
PROFILE
FAIL

DA Form 1059 AER:
- ACFT status information and status date is entered in Part II, block I. comments.
- Examples for each entry type are provided in the follow-on slides.
- Record ACFT Date entry format is numerical (YYYYMMDD).
- Mandatory ACFT Entry is the RECORD ACFT status and RECORD status date. No diagnostic ACFT information is permitted. Optional ACFT comments are permitted (this includes a total score, individual event score, etc.).
- NO APFT content permitted or authorized. APFT is no longer the Army's test of record.
- For all PME courses starting on 1 October 2022 or later, Soldiers must pass a record ACFT to graduate (this requirement applies to all components). Proponents of troop schools and functional training courses may require an ACFT as either an entrance or graduation requirement, regardless of course length, for any course starting on or after 1 October 2022 (this requirement applies to all components).

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c. Height (inches)   Weight (lbs)

`0`   `0`

Next, the Rating Official will enter the appropriate HT/WT per guidance in DA PAM 623-3.

If an ACFT is not required for a specific course, an ACFT taken within 12 months (and after the ACFT became a requirement for the SM's respective component (RA, USAR, or ARNG), the ACFT may be entered but is not required.

Please note: If the Academic Rater indicates that the Rated Student is on a Profile, the student's "Height" and "Weight" are still required.

The AER CANNOT be processed without HT/WT data.

---

c. Height ⚠ (inches)   **Weight** ⚠ (lbs)

Within Standard?

○ Yes ○ No ○ Major Limb Loss

Form Location: Part II, block l.

ACFT = PASS

ACFT = FAIL

ACFT = PROFILE

Soldiers with temporary profiles at the time of the unit's record ACFT will enter "PROFILE" and the date the profile was awarded. The date of the profile must be within 12 months prior to the "THRU" date.

ACFT = NO ACFT

ACFT = Post Partum / Pregnant

1st Select "NO APFT" from the APFT drop down menu; exception for when pregnant / postpartum

Select "Pregnant/Post Partum" from the APFT drop down menu

ACFT: PASS 20221001

ACFT: FAIL 20221001

ACFT: PROFILE 20221001

ACFT: NO ACFT (provide comment on why NO ACFT. Comment on why is mandatory.)

ACFT: NO ACFT - Exempt from ACFT requirements IAW AR 40-502.

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Within Standard?

○ Yes ● No ○ Major Limb Loss

d. Overall Grade Point Average

0.0 of 4.0

e1. ASI/SQI Awarded:

O?

Message from webpage ✕

⚠ This evaluation will become "REFERRED"
For the following reasons:
*"Did Not Meet Standards" was selected in:
  -HT/WT Not Within Standard

The rated student will not be ranked and academic reviewer
achievement rating will be limited to one of the following:
"Graduate"/"Non-Graduate"

OK

ght (i

5

If the Academic Rater indicates "No" for "Within Standard", the student will be limited to receiving a rating of either "Achieved Course Standards" or "Failed to Achieve Course Standards".

EES will display a message to the Academic Rater that the AER "will become REFERRED".

Click "OK" to continue.

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| Exit | Next | Save | Go to Signatures | Print Draft |

For those evaluations where the "MAJOR LIMB LOSS" option is selected, a copy of DCS, G-1 approved memo must be uploaded as an AER enclosure.

Within Standard?

○ Yes   ○ No   ● Major Limb Loss

If the Academic Rater indicates "Major Limb Loss", EES will remind the Academic Rater to upload a copy of the rated student's approved G-1 memo as an enclosure.

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e1. ASI/SQI Awarded:
(if more than FOUR skill identifiers are awarded they must be documented in PART I. Comments)
ASI/SQI Awarded:

e1. Skill Identifier:

> ASI
> SQI
> PDSI
> LIC

e2. Code:

Performance Metric

Select the appropriate Skill Identifier. (if applicable)

Any code associated with the Skill Identifier will be entered into the block directly below the selected Skill Identifier.

---

e1. ASI/SQI Awarded:
(if more than FOUR skill identifiers are awarded they must be documented in PART I. Comments)
ASI/SQI Awarded:

e1. Skill Identifier: | ASI | SQI | PDSI | LIC |

e2. Code:

Performance Metrics

f. Character / Accountability
(Adherence to Army Values, Empathy, and Warrior Ethos/Service Ethos and Discipline. Fully supports SHARP, EO, and EEO.)

○ FAR EXCEEDED STANDARDS ○ EXCEEDED STANDARDS ○ MET STANDARDS ○ DID NOT MEET STANDARDS ○ NOT EVALUATED

g. Presence / Comprehensive Fitness
(Military and Professional Bearing, Fitness, Confident, Resilient)

○ FAR EXCEEDED STANDARDS ○ EXCEEDED STANDARDS ○ MET STANDARDS ○ DID NOT MEET STANDARDS ○ NOT EVALUATED

h. Intellect / Critical Thinking & Problem Solving
(Mental Agility, Sound Judgment, Innovation, Interpersonal Tact, Expertise)

○ FAR EXCEEDED STANDARDS ○ EXCEEDED STANDARDS ○ MET STANDARDS ○ DID NOT MEET STANDARDS ○ NOT EVALUATED

i. Leads / Communication & Engagement
(Leads Others, Builds Trust, Extends Influence

○ FAR EXCEEDED STANDARDS ○ EXCE

j. Develops / Collaboration
(Creates a positive command/workplace enviro

○ FAR EXCEEDED STANDARDS ○ EXCE

k. Achieves / Life Long Learner
(Gets results, Shows Desire to Expand Skillset)

○ FAR EXCEEDED STANDARDS ○ EXCE

In the "Performance Metrics" portion, select the appropriate option based on how the student performed against the course standards, not how the student compared against his/her peers.

Note: Selecting "DID NOT MEET STANDARDS" will limit the Academic Rater to selecting "Achieved Course Standards" or "Failed To Achieve Course Standards". Comments are not required if the "NOT EVALUATED" option is selected.

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I. Comments

```
**Rater comments can include up to 8 lines
```

Have you included any negative comments?

○ Yes ● No

m. SPECIAL PROJECT(S)/PAPER(S):

Special Project / Paper 1

Special Project / Paper 2

Special Project / Paper 3

Exit   Next

"Block l" provides the Academic Rater up to 8 lines of narrative text and should address capabilities, limitations, significant achievements, and or deficiencies observed during the course.

Comments should include:
- exceptional potential, aptitude and/or limitations for future selections/assignments.
- lacked ability/motivation.
- demonstrated moral deficiencies.
- failed to respond to recommendations for improvement.
- released from student status (no fault of own, retirement, resignation).
- appearance in front of academic board and any potential to be a service school instructor.

"Block m" provides the Academic Rater the opportunity to list up to three Special Projects/Papers the student completed during the course (if applicable). The Academic Rater may include additional information in Block l as needed.

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I. Comments

```
**Rater comments can include up to 8 lir
```

Have you included any negative comments?

● Yes ○ No

Message from webpage ✕

⚠ This evaluation will become "REFERRED" because it was indicated that negative comments were included.

[OK]

If the Academic Rater indicates negative comment entries, EES will remind the Academic Rater that the report will automatically be referred.

Click "OK" to continue.

| Exit | Next | Save | Go to Signatures | Print Draft |

Step 1
Academic Achievement

Exit	Next	Save	Go to Signatures		Print Draft

Reviewing Official

a. Select one box representing Rated Student's overall academic achievement. Rated Student's class standing is

\# [   ] of [   ] (Class Standing use is limited to top 40%)

Commandant's List	Superior Academic Achievement	Achieved Course Standards	Failed to Achieve Course Standards
○	○	○	○
limited to 20%	**21% to 40%**		

"Part III, Block a" displays the numerically assigned class standing (once applied within the "Class Standing" tool, if applicable) as well as permits the Reviewing Official to evaluate the student's overall academic achievement using either the 4- or 2-box check system, as determined within the "Class Creation" tool.

Notes:

❑ Class Standing and the Overall Academic Achievement box cannot be applied until all students in the graded section receive a "Reason for Submission" selection, SHARP selection, and a box check for each of the part II Attributes (Character/Accountability, etc…) as they pertain to the individual form types.

❑ If the course concludes as Pass/Fail, the top two box checks will not be used.

❑ Class Standing (limited to top 40%).

❑ Managed "Overall Academic Achievement" box check system.

   • Commandant's List (limited to 20%)

   • Superior Academic Achievement (21% - 40%)

U.S. ARMY

b. COMMENTS

```
**Reviewing Official comments are limited to 6 lines of text**
```

Have you included any negative comments? ◯ Yes ◯ No

c. RATED STUDENT HAS DEMONSTRATED APTITUDE FOR THE FOLLOWING ASSIGNMENT(S)
1) _____
2) _____
3) _____

Exit	Next	Save	Go to Signatures		Print Draft

"Block b" provides the Reviewing Official with 6 lines of narrative text to evaluate the Student's academic potential to the next higher level of schooling pertaining to normal career progression/professional development courses as well as the ability to apply KSAs learned during the course; potential; and ability to contribute to group discussions.

In "Block c", the Reviewing Official lists up to three future assignments reflecting demonstrated student aptitude.

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b. COMMENTS

```
**Reviewing Official comments are limited to 6 lines of text**
```

Message from webpage   ✕

⚠️ This evaluation will become "REFERRED" because it was
    indicated that negative comments were included.

                                    [OK]

Have you included any negative comments? ● Yes ○ No

If the Reviewing Official indicates "Yes" for including negative comment entries, EES will remind the Reviewing Official that the report will automatically be referred.

Click "OK" to continue.

---

b. COMMENTS

```
**Reviewing Official comments are limited to 6 lines of text**
```

Have you included any negative comments? ○ Yes ○ No

c. RATED STUDENT HAS DEMONSTRATED APTITUDE FOR THE FOLLOWING ASSIGNMENT(S)
1)
2)
3)

| Exit | Next | Save | Go to Signatures | Print Draft |

**Once the Reviewing Official completes all the fields, select "Save".
Finally, select "Next" or "Go to Signatures" to return to the Signatures Page.**

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Main Menu ▼   Profiles ▼   New OER Training ▼   New NCOER Training ▼

| Print For Manual Submission | Exit | Submit to HQDA | Manage Enclosures | Delete |

...edit a particular selection, choose the appropriate button below:

| Rated Soldier | Academic Rater | Reviewing Official |

AER # 5

> **Each time a User/Rating Official leaves any evaluation, he/she must select "Exit" in order to unlock the evaluation for others to access the form.**

SERVICE SCHOOL 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.

PART I - ADMINISTRATIVE (Rated Officer)

a. NAME (Last, First, Middle Initial)	b. DOD ID No.	c. RANK MAJ	d. BRANCH	e. SPECIALTY/PMOSC 00E

f. COURSE TITLE JOINT & COMBINED WARFIGHTING SCH,INTERMEDIATE	g. NAME AND LOCATION OF SCHOOL JOINT FORCES STAFF COLLEGE, NORFOLK, VA

h. DURATION OF COURSE FROM (YYYYMMDD) 20190401 THRU (YYYYMMDD)	i. COMPONENT RA	j. NO. OF ENCLOSURES 0	k. RATED STUDENT'S EMAIL ADDRESS (.gov or .mil)

l. REASON FOR SUBMISSION

○ COURSE COMPLETION   ○ INTERIM REPORT   ○ AHRC DIRECTED   ○ DID NOT GRADUATE
MILITARY EDUCATION LEVEL: _____   ○ PHASE COMPLETION / PHASE # _____ OF _____   ○ RELEASED EARLY (NO FAULT OF STUDENT)

PART II - ACADEMIC ACHIEVEMENT (ACADEMIC RATER)

a. DOES SOLDIER FULLY SUPPORT SHARP, EO, AND EEO: ○ Yes ○ No (comments are required)	b. APFT PASS / FAIL / PROFILE: _____ DATE: _____

d. OVERALL GRADE POINT AVERAGE: 0.0 of 0.0	c. HEIGHT: ___0___ WEIGHT: ___0___ WITHIN STANDARD: _____ Comments required below, for "Failed" APFT, or "Profile" when it precludes performance of duty, and "No" for Army Weight Standards.

e1. ASI/SQI AWARDED:

SKILL IDENTIFIER					l. COMMENTS
e2. CODE:					

f. **CHARACTER/ACCOUNTABILITY:**
FAR EXCEEDED STANDARDS ○   EXCEEDED STANDARDS ○   MET STANDARDS ○   DID NOT MEET STANDARDS ○   NOT EVALUATED ○

g. **PRESENCE/COMPREHENSIVE FITNESS:**
FAR EXCEEDED STANDARDS ○   EXCEEDED STANDARDS ○   MET STANDARDS ○   DID NOT MEET STANDARDS ○   NOT EVALUATED ○

h. **INTELLECT/CRITICAL THINKING & PROBLEM SOLVING:**
FAR EXCEEDED STANDARDS ○   EXCEEDED STANDARDS ○   MET STANDARDS ○   DID NOT MEET STANDARDS ○   NOT EVALUATED ○

i. **LEADS/COMMUNICATION & ENGAGEMENT:**
FAR EXCEEDED STANDARDS ○   EXCEEDED STANDARDS ○   MET STANDARDS ○   DID NOT MEET STANDARDS ○   NOT EVALUATED ○

j. **DEVELOPS/COLLABORATION:**
FAR EXCEEDED STANDARDS ○   EXCEEDED STANDARDS ○   MET STANDARDS ○   DID NOT MEET STANDARDS ○   NOT EVALUATED ○

k. **ACHIEVES/LIFE LONG LEARNER:**
FAR EXCEEDED STANDARDS ○   EXCEEDED STANDARDS ○   MET STANDARDS ○   DID NOT MEET STANDARDS ○   NOT EVALUATED ○

m. SPECIAL PROJECT(S) OR PAPER(S):
1)
2)
3)

PART III - OVERALL ACADEMIC ACHIEVEMENT (REVIEWING OFFICIAL)

a. Select one box representing Rated Student's overall academic achievement. Rated Student's class standing is # _____ of _____ (Class Standing use is limited to top 40%)	b. COMMENTS