



**Return to: The Judge Advocate General's School**  
**ATTN: Admissions Officer**  
**600 Massie Road**  
**Charlottesville, VA 22903-1781**

<b>TRAINING APPLICATION</b>			
Complete the application, save it as <b>your Last-Name and first initial (e.g., Johnson_R)</b> then return it as an email attachment to: Mr. Don Dudley at <a href="mailto:don.j.dudley.civ@mail.mil">don.j.dudley.civ@mail.mil</a> .			
REQUEST FOR TRAINING			
Training Officer's/Supervisor's Name (required)*:			Rank/Grade:
Training Office Address & Phone Number (required)*:			
City:	State:	ZIP Code:	
Phone:	Email:		
COURSE AND STUDENT INFORMATION			
All information below is required*			
Course Number:	Class Number:	Course Title:	Course Start: dd-mmm-yyyy:
Name (Last, First, MI):			
Gender (M/F):	SSN (no hyphens)*:		Military (service branch):
Component (Civilian, Active, Reserve, Guard.) :	MOS/Civilian Job Series (e.g., 27D/0905):		Military Rank/Civilian Grade (e.g., SGT/ GS-13):
Duty Position:	Security Clearance:	Handicapped (Y/N):	
Email:			
ORGANIZATION INFORMATION			
Organization Name (Spelled out):			ATTN:
Address:			
City:	State:	ZIP Code:	
Commercial Phone:			
<b>NOTE: Each student requires a separate form for each course they want to attend</b>			
PRIVACY ACT			
DATA REQUIRED BY THE PRIVACY ACT: Authority: 10 USC 3021 (B) and (G). <u>Principle Purpose:</u> To obtain information necessary for The Judge Advocate General's School (TJAGSA) to administer student participation in training courses.			
<u>Routine Uses:</u> Used by TJAGLCS to process applications for training, record student information in the Army Training Requirements and Resources System (ATRRS), maintain student records, and perform administrative functions inherent in student administration.			
<u>Disclosure:</u> VOLUNTARY. However, failure to provide the requested information will result in denial of access, application submission, course reservation and record of training.			

The Judge Advocate General's Legal Center and School's Course Calendar can be found at the following URL: <https://www.jagcnet.army.mil/8525736A005BC8F9/0/A089563E836D95EA8525735400704858?opendocument>

For help completing this form, please contact @ (434) 971-3172