



**CONNECTICUT MILITARY DEPARTMENT**  
**INSTRUCTIONS FOR**  
**APPLICATION FOR APPOINTMENT INTO THE**  
**CONNECTICUT STATE GUARD**

**PURPOSE:** The Connecticut State Guard is authorized under Connecticut General Statute Section 27-9. Members of the Connecticut State Guard (CTSG) can be ordered to active service whenever the Governor of the state deems it necessary or in the interests of the state.

**ELIGIBILITY:** In order to be eligible for appointment into the CTSG, the individual must:

1. be a resident of the State of Connecticut;
2. NOT currently be a member of any component of the armed forces of the United States, to include the Connecticut National Guard;
3. be available to be called to State Active Duty at the convenience of the Governor and/or the Adjutant General of the State of Connecticut;
4. possess a special skill, license or degree of interest to the CTSG;
5. be medically fit to perform the duties assigned upon appointment.
6. accept an oath of office subjecting you to the orders of the Governor, The Adjutant General, the Connecticut Code of Military Justice and pertinent service regulations.

**LIMITATIONS:**

- Individuals approved for appointment into the CTSG will be expected to perform their duties when ordered to State Active Duty and not necessarily at their personal convenience.
- Rank and duty position will be selected based upon experience, education and commensurate positions in the Armed Forces of the United States
- Former members of the US Armed Forces may be assigned the rank they last held prior to retirement or expiration of term of service (ETS)
- individuals currently serving in the inactive ready reserve or inactive National Guard are NOT eligible for appointment into the CTSG
- individuals in the retired reserve ARE eligible for appointment into the CTSG
- Officers & Warrant Officers of the CT National Guard who are promoted to the next highest rank upon retirement in accordance with CGS 27-53 are automatically appointed to the CTSG as a condition of their promotion.
- Appointment orders will be revoked if the individual
  - Fails to maintain residency in Connecticut or;
  - Fails to maintain required licenses or professional certification for their duty position or;
  - Fails to keep a level of physical fitness or medical health necessary to perform duties or;
  - Reaches 65 years of age

**DOCUMENTATION:**

1. Completed and signed application form (CTMD 5-3)
2. Copy of driver's license or CT identification card issued by the Department of Motor Vehicles
3. Copy of professional license, certificate or degree (if applicable)
4. Resume of skills, education and employment history

For more information visit <http://www.ct.gov/mil> or call (860) 524-4968

**SEND APPLICATIONS & SUPPORTING DOCUMENTATION TO:**

Connecticut Military Department  
Military Administration Office  
360 Broad Street Room #113  
Hartford, Connecticut, 06105-3795  
(860) 493-2721 (fax)



## CONNECTICUT MILITARY DEPARTMENT APPLICATION FOR APPOINTMENT TO THE CONNECTICUT STATE GUARD RESERVE

APPLICANT'S PERSONAL INFORMATION				
Last Name	First Name		Middle Initial	
Street Address				
City			State	Zip-Code
Social Security Number	Date of Birth	Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Married <input type="checkbox"/> Widowed		Dependent Status <input type="checkbox"/> Yes <input type="checkbox"/> No
FORMER MILITARY EXPERIENCE <i>(if applicable)</i>				
Branch of Service <input type="checkbox"/> Army <input type="checkbox"/> Navy <input type="checkbox"/> Air Force <input type="checkbox"/> Marine Corps <input type="checkbox"/> Coast Guard		Component <input type="checkbox"/> Active Duty <input type="checkbox"/> National Guard <input type="checkbox"/> Reserves <input type="checkbox"/> Combination		Military Retiree <input type="checkbox"/> Yes <input type="checkbox"/> No
Highest Military Rank Held	Pay Entry Base Date (PEBD)	Date of Discharge/Retirement	Do you currently hold a Security Clearance? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever been convicted of crime? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, when?
List Duty Positions <i>(include MOS, Branch, Skill Identifiers, Classification Codes, Rating, AFSC, schools attended, etc)</i>				
INFORMATION VERIFICATION, ACCESS & RELEASE AUTHORIZATION				
I authorize verification/release of the information I am providing on this application. This authorization allows the Connecticut Military Department to access my military personnel records for the purposes of evaluating this application. _____ <div style="text-align: right; margin-left: 700px;">Initials</div>				
STATEMENT OF CONFIDENTIALITY				
This application required supporting documentation and access to your military records are the primary means of determining your eligibility to be appointed to the Connecticut State Guard Reserve. Disclosure of the requested information, including the applicant's social security number is voluntary. However, failure to provide the requested information or access thereto may result in the inability to verify eligibility based on the lack of sufficient information. Unverified eligibility will result in the denial and return of this application.				
I attest that the information provided on this application is true and correct to the best of my knowledge and understand that appointment to the CTSG authorizes me to participate in State Active Duty functions and that I will be subject to the Connecticut Code of Military Justice and pertinent service regulations.				
_____			_____	
SIGNATURE			DATE	
TO BE COMPLETED BY CONNECTICUT MILITARY DEPARTMENT				
APPROVED <input type="checkbox"/>				
Effective Date		_____ SIGNATURE OF MILITARY ADMINISTRATIVE OFFICER      _____ DATE		
Expiration Term of Service				
Approved Rank				
Permanent Order				
REJECTED <input type="checkbox"/>				
Reason:				