**AFR IMA Tender of Resignation (TOR) Request**

**Description:** Requesting to modify the “Create a Request” links within the myIMA tile.

**Start:** Click the myIMA tile

**A picture containing text, person

AI-generated content may be incorrect.**

**New addition under this heading**

**Text

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**AFR IMA TOR Request**

**Applicable to Reserve**

**Tender of Resignation (TOR) Request**

When officers are commissioned into military service their appointment is for an indefinite period. Therefore, a separation or discharge request or action is not an automatic process. The right of an officer to resign is subject to certain restrictions which are outlined in DAFI 36-3211, Chapter 15, Section 15D.

**Resignations Resulting in Honorable Discharge**

Hardship

Completion of Required Active Service

Final Vows in A Religious Order

Regular or Ordained Ministers

Conscientious Objector

Pregnancy or Childbirth

Sole Surviving Son or Daughter

Miscellaneous Reasons

**When Service Obligations Have Been Satisfied Other than an Honorable Discharge**

Resignation Resulting in General Discharge

Resignation in Lieu of Further Administrative Action

Resignation for the Good of the Service

**Tender of Resignation (TOR) Process**

Individual Mobilization Augmentee (IMA) Officers must prepare and submit their TOR through their chain of command to the final approving authority. Each request letter must use a memorandum format and include member's name, grade, full social security number, current mailing address, a concise statement of reasons for requesting discharge quoting the exact DAFI chapter, paragraph, and signature. All relevant and/or required documentation should be attached to the officer's memorandum. Required documents for IRR members include only the signed TOR memorandum. IMA members need to submit the TOR memorandum as well as a signed recommendation letter from the unit commander.

Attachments:



**Create a Request**

**AFR IMA TOR Request**

**To submit a request, please select a category from the drop-down menu below, based on the type of request**

\*Categories:

TOR Request

General Inquiry

Provide any supporting documentation required to help process your request. Failure to include the correct paperwork will cause a delay in processing. If submitting PII information it must not be in the Comment/Request field, t﻿his is a violation of PII policy and will result in the immediate deletion of this case.

Graphical user interface, text, application

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