

FORMAL TRAINING APPLICATION

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 265 and 8013, E.O. 9397.

PURPOSE: USED TO REQUEST TECHNICAL TRAINING.

ROUTINE USES: USED TO PROVIDE ALL MANDATORY INFORMATION NECESSARY TO COMPLETE FORMAL TRAINING APPLICATIONS.

DISCLOSURE: VOLUNTARY: NON-DISCLOSURE MAY RESULT IN DISAPPROVAL OF APPLICATION. DISCLOSURE OF SSAN IS VOLUNTARY.

SECTION I (TO BE FILLED OUT BY INDIVIDUAL) (SEE SECTION VI)

NAME		RANK	SSAN	UNIT
PAFSC	DAFSC	CAFSC	2AFSC	
COURSE NUMBER REQUESTED				
COURSE TITLE				
DATE ENTERED TRAINING (DET)		PRE-REQUISITE CDC COMPLETED, IF APPLICABLE	YES <input type="checkbox"/>	NO <input type="checkbox"/>
FIRST CHOICE CLASS DATES		SECOND CHOICE CLASS DATES		
IF THE ABOVE DATES ARE NOT AVAILABLE, DO YOU REQUEST THE EARLIEST AVAILABLE?			YES <input type="checkbox"/>	NO <input type="checkbox"/>
IF YES - LIST ANY DATES YOU WOULD NOT BE AVAILABLE TO ATTEND:				
MILITARY STATUS (CHECK ONE)	TRADITIONAL GUARD <input type="checkbox"/>	TECHNICIAN <input type="checkbox"/>	AGR <input type="checkbox"/>	
STATUS FOR ATTENDANCE AT SCHOOL (CHECK ONE)	TRADITIONAL GUARD <input type="checkbox"/>	TECHNICIAN <input type="checkbox"/>	AGR <input type="checkbox"/>	
SECURITY CLEARANCE (SEE NOTE 1, REVERSE)	SECRET <input type="checkbox"/>	TOP SECRET <input type="checkbox"/>	SBI <input type="checkbox"/>	OTHER
PHONE NUMBER WHERE YOU CAN BE REACHED, SHOULD WE NEED TO CONTACT YOU REGARDING YOUR REQUEST				
SIGNATURE OF APPLICANT (SEE NOTE 3, REVERSE) (SEE REVERSE FOR SERVICE COMMITMENT AGREEMENT)				DATE

SECTION II (TO BE COMPLETED BY UNIT FITNESS MONITOR OR REPRESENTATIVE), OR MEMBER CAN ATTACH COPY OF FITNESS ASSESSMENT (SEE NOTE 2, REVERSE)

MEMBER MEETS STANDARDS <input type="checkbox"/>	MEMBER DOES NOT MEET STANDARDS <input type="checkbox"/>	
SIGNATURE OF UNIT FITNESS MONITOR OR REPRESENTATIVE		DATE

SECTION III (TO BE COMPLETED BY UNIT TRAINING MANAGER)

MEMBER MEETS ALL PREREQUISITES <input type="checkbox"/>	MEMBER DOES NOT MEET ALL PREREQUISITES <input type="checkbox"/>	
SIGNATURE OF UNIT TRAINING MANAGER		DATE

SECTION IV (TO BE COMPLETED BY RESOURCE ADVISOR ONLY IF SCHOOL/COURSE REQUIRES UNIT)

FUNDING IS AVAILABLE <input type="checkbox"/>	FUNDING IS NOT AVAILABLE <input type="checkbox"/>	
SIGNATURE OF UNIT RESOURCE ADVISOR		DATE

SECTION V (TO BE COMPLETED BY UNIT COMMANDER)

REQUEST IS APPROVED <input type="checkbox"/>	REQUEST IS DISAPPROVED <input type="checkbox"/>	
SIGNATURE OF UNIT COMMANDER		DATE

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About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).

FORMAL TRAINING APPLICATION (Continued)

NOTES:

1. MUST INDICATE DEGREE OF CLEARANCE GRANTED. IF NONE, INDICATE DATE CLEARANCE WAS INITIATED.

2. IN ACCORDANCE WITH AFI 10-248, AETCI 36-2216, AND ANGI 10-248: A FITNESS ASSESSMENT COMPOSITE SCORE OF 75 OR GREATER IS REQUIRED FOR ALL MEMBERS TO GRADUATE FROM FORMAL TECHNICAL TRAINING. ALL ANG PERSONNEL WHOSE ASSESSMENT SCORE IS A 75 OR HIGHER AND ATTENDS TECHNICAL TRAINING WITHIN THE YEAR AFTER TESTING CAN USE THAT SCORE AS PART OF THE TECHNICAL TRAINING GRADUATION REQUIREMENTS. MEMBER MUST BRING DOCUMENTATION TO THE SCHOOLHOUSE, SIGNED BY THEIR COMMANDER AND BASE FITNESS MANAGER INDICATING TEST SCORE AND DATE. ALL ANG PERSONNEL ATTENDING TECHNICAL TRAINING, WHETHER IN A MILITARY OR TECHNICIAN STATUS WILL PARTICIPATE IN THE SCHOOL'S FITNESS PROGRAM.

3. SERVICE COMMITMENT AGREEMENTS MAY BE REQUIRED FOR ATTENDANCE OF YOUR COURSE. (SEE RULES IN SECTION VI). MEMBER IS REQUIRED TO OBTAIN THE NECESSARY RETAINABILITY UPON RECEIPT OF APPROVED QUOTA.

SECTION VI (TO BE COMPLETED BY THE INDIVIDUAL)

THE FOLLOWING CHART APPLIES TO ENLISTED MEMBERS. MEMBER SHOULD INITIAL NEXT TO RULE THAT APPLIES: (IF YOU DO NOT KNOW - BASE EDUCATION AND TRAINING OFFICE PERSONNEL WILL ASSIST.) (OFFICERS SHOULD CONTACT BASE EDUCATION AND TRAINING MANAGER FOR SERVICE COMMITMENT OBLIGATIONS.)

INITIALS	RULE	SERVICE COMMITMENT	TO BEGIN
	ATTENDS TECHNICAL TRAINING OF LESS THAN 20 WEEKS.	SIX TIMES THE LENGTH OF TRAINING BUT NOT LESS THAN SIX MONTHS.	DATE OF COURSE COMPLETION.
	ATTENDS TECHNICAL TRAINING OF 20 WEEKS OR MORE, BUT LESS THAN 12 MONTHS.	THREE YEARS.	DATE OF COURSE COMPLETION.
	ATTENDS TECHNICAL TRAINING OF 12 MONTHS OR MORE.	FOUR YEARS.	DATE OF COURSE COMPLETION.
	ATTENDS ANY TYPE OF IN-RESIDENT ENLISTED PROFESSIONAL MILITARY EDUCATION (PME).	12 MONTHS.	ATTENDS TECHNICAL TRAINING OF 12 MONTHS OR MORE.

I UNDERSTAND THAT I WILL ACCURE THE SERVICE COMMITMENT I HAVE INITIALED ABOVE, SHOULD I ATTEND THE COURSE I AM REQUESTING, AND THAT MY MILITARY PERSONNEL RECORDS WILL BE UPDATED TO REFLECT THIS.

SIGNATURE OF APPLICANT

DATE

SECTION VII (TO BE COMPLETED BY BASE TRAINING)

DOES ENLISTED MEMBER HAVE ENOUGH RETAINABILITY? YES NO IF NO, RE-ENLISTMENT / ENLISTMENT EXTENSION REQUIRED.)

DATE RECEIVED IN BASE TRAINING OFFICE

RECEIVED BY