

ACADEMIC EDUCATION DATA

AUTHORITY: 44 USC 3101; EO 9397

PRINCIPLE PURPOSE: To provide a valid record of individual's academic educational attainment. Use of SSAN is necessary to make positive identification of the individual and records.

ROUTINE USES: Used to maintain currency of education level data. May also be used by the Air Force Institute of Technology to identify individual for school or duty assignments.

DISCLOSURE IS VOLUNTARY: Failure to divulge information could result in member not receiving full consideration in personnel actions bearing on school or duty assignments. Disclosure of SSAN is voluntary.

CHANGE OF EDUCATIONAL LEVEL BACCALAUREATE AND ABOVE (AND SEMESTER HOURS BELOW BACCALAUREATE)

TO: (Servicing CBPO)

FROM: (Base Education Services Officer, organization and location)

LAST NAME - FIRST NAME - MIDDLE INITIAL

GRADE

SSAN

ORGANIZATION

Official transcripts have been evaluated and the following academic education data should be entered on member's uniform military personnel record.

| DATA ELEMENT TITLE | ADE | TITLE OF DATA ITEM <i>(Education Services Officer Entry)</i> | (FOR CBPO USE ONLY) | | DATA CODE FIELD SIZE | DATA CODE <i>(Education Services Officer Entry and CBPO Use)</i> | | | TITLE OF DATA ITEM <i>(Education Services Officer Entry)</i> | | |
|---|------------|---|---------------------|----------|----------------------|---|-----------|---|--|---|---|
| | | | DIN | | | G | H | I | | | |
| | | | GROUP | ELE-MENT | | | | | | F | J |
| A | B | C | D | E | F | G | H | I | J | K | |
| HIGHEST EDUCATION LEVEL | AC 025-XII | | EBB/01 | EBC/01 | 1-X | | | | NAME AND LOCATION OF ACADEMIC INSTITUTION <i>(Highest level)</i> | | |
| YEAR/MONTH COMPLETED ¹ | YE 010-VI | | | EBD/01 | 2-N | | | | | | |
| ACADEMIC SPECIALTY | AC 030-II | | | EBE/01 | 4-X | | | | | | |
| METHOD OBTAINED | MI 460-II | | | EBF/01 | 1-A | | | | | | |
| SECOND HIGHEST EDUCATION LEVEL | AC 025-XII | | EBB/02 | EBC/02 | 1-X | | | | NAME AND LOCATION OF ACADEMIC INSTITUTION <i>(Second highest level)</i> | | |
| YEAR/MONTH COMPLETED ² | YE 010-VI | | | EBD/02 | 2-N | | | | | | |
| ACADEMIC SPECIALTY | AC 030-II | | | EBE/02 | 4-X | | | | | | |
| METHOD OBTAINED | MI 460-II | | | EBF/02 | 1-A | | | | | | |
| SEMESTER HOURS BELOW BACCALAUREATE DEGREE | DATE | TYPED NAME AND GRADE OF BASE EDUCATION SERVICES OFFICER | | | | | SIGNATURE | | | | |

¹Month not applicable to officers.

²Not applicable to officers.

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