



**DEPARTMENT OF THE AIR FORCE
AIR UNIVERSITY (AETC)**



Effective Date: 13 Apr 17
Expiration Date: 10 April 18

MEMORANDUM FOR ALL AFROTC REGION AND DET COMMANDERS

FROM: HQ AFROTC/RR

**SUBJECT: ARMS 17-085 – FY18 1-Year EXPRESS Technical Scholarship
Commissioning Program**

SUSPENSE DATE: N/A

POC: Capt Lawrence Thomas, HQ AFROTC/RRU/334-953-3408/lawrence.thomas.7@us.af.mil

TASKER: Announce the FY18 1-Year EXPRESS Technical Scholarship Commissioning Program

DISCUSSION:

1. AFROTC is currently 100 technical majors short of program guidance letter (PGL) requirements for FY18. In order to attract more technical majors, AFROTC is authorizing a 1-Year EXPRESS Technical Scholarship program in conjunction with the FY18 1-Yr program (reference ARMS-AFROTC-17-029 FY18 1-Year Commissioning Program) to increase the number of technical major commissionees in Fiscal Year (FY) 2018.
2. The goal of AFROTC's 1-Year EXPRESS Technical Scholarship program is to incentivize 100 NEW highly qualified students to pursue future careers as United States Air Force Officers who will graduate and commission in FY18. Scholarship candidates MUST meet all below requirements for entry and graduation. The program includes students working on their graduate degrees or undergraduate technical degrees who can commission in FY18. For Graduate students, either their undergrad or graduate degree must be in a technical major.
3. The scholarship will be a Type 1 scholarship. The scholarship will pay for online courses provided the online courses are part of the technical degree or is required for the cadet to be a full-time student. Cadets may only take online courses from a host or cross-town university since Air Force ROTC cannot pay for online courses at universities that do not have an education support agreement. If taking online courses, the scholarship will pay for the resident AS courses as well as the online courses.
4. Cadets recruited under the FY18 1-Year EXPRESS Tech Scholarship program will not be eligible for rated consideration. Cadets and detachments may need to expedite the processing and eligibility requirements during the summer. Additionally, cadets must complete their Form 53 for technical AFSCs only. Qualifications do not need to be met for nomination; however,

they must be met in order to contract a cadet. Once an AFSC is assigned, detachments should initiate a clearance request.

5. To nominate and award the FY18 1-Year EXPRESS Tech Scholarship, detachments will forward the cadet’s name and EMPLID to lawrence.thomas.7@us.af.mil or pearlne.patterson@us.af.mil. RRUE will manually nominate and award the scholarship, and notify detachments via email when the cadet is cleared for contracting. Cadets must be fully qualified to contract, to include certified/qualified DoDMERB physicals and passing AFOQT scores. Upon contracting, RRFP will enter the EA and schedule the cadet for LEAD during Summer 2018. Cadets will be designated as AS450s with this EXPRESS scholarship.

6. The minimum requirements to become eligible for the 1-Year EXPRESS Technical Scholarship Commissioning Program are as follows:

Requirement	Contracting	Field Training
CGPA	2.5	2.5
TGPA	2.5	2.5
AFOQT	Verbal-15, Quantitative-10 (unless waived by ROTC/CC)	
DODMERB	Certified & Qualified	
PFA	Passing	
BMI/Body Fat Standards	Meets prior to contracting	Meets prior to attending
Meets Drug/Alcohol/Civil Involvement Criteria (or waived by appropriate authority)		

Note: DOC in FY18 needs a viable Form 48 - reasonable course load required because this is a temporary program. If the 1-year technical major cadet is not able to commission by 30 Sep 18, he/she may be disenrolled, so be especially critical of the Form 48. Already tech degree completed cadets are still expected to be a full-time student during the Fall semester (i.e., AS classes + whichever classes they want to take to reach full-time status).

7. If you have any questions about the FY18 1-Year EXPRESS Tech Scholarship, please contact RRUE at 334-953-3408/5122/7945. If you have questions about the FY18 1-Yr program, please contact the POC in RRFP on the attached ARMS message. Contact me or Mr. Mann for “one-offs” or special consideration waivers.

REFERENCES/ATTACHMENTS:

1. ARMS-AFROTC-17-029 FY18 1-Year Commissioning Program

//signed/jcp/13 Apr 17//
JAMES C. PARSONS, Colonel, USAF
 Registrar



**DEPARTMENT OF THE AIR FORCE
AIR UNIVERSITY (AETC)**

Effective Date: 15 Nov 16
Expiration Date: 30 Sep 17

MEMORANDUM FOR ALL AFROTC REGION AND DET COMMANDERS

FROM: HQ AFROTC/RR

SUBJECT: ARMS-AFROTC-17-029 – FY18 1-Year Commissioning Program

SUSPENSE DATE: N/A

POC: Capt Jennifer Stretch/334-953-6195/jennifer.stretch@us.af.mil

TASKER: Notify Regions/Detachments about the FY18 1-Year Commissioning Program

DISCUSSION:

1. Due to the Air Force's efforts to "grow" end-strength/Program Guidance Letter (PGL) requirements, AFROTC/RR will open a 1-Year Program to increase the number of commissionees in fiscal year (FY) 2018. Detachments are authorized to enroll cadets for 1-year of total POC time starting in the Fall 2017 term. We are notifying you now so you have ample time to recruit. Current PGL shortages are:

Line Officers – 222 (includes 50 rated & 50 non-rated Reserves/15 Guard EAs)
Non-Line Officer – 13

2. The goal of AFROTC's 1-Year Program is to recruit a minimum of 222 highly qualified cadets who will graduate in FY18. **The intent of this program is to recruit NEW cadets who can graduate in FY18.** This program is now extended to **include students working on their Graduate degrees**, who can commission in FY18. Graduate students will need to complete AS/LLAB/PT requirements, which are generally undergraduate classes. The undergraduate CGPA for a student who is only completing graduate work needs to be 2.5 or better; waivers may be authorized by the AFROTC/RR on a case-by-case basis. The detachment commanders will need to work with the schools to agree on a course of action for accomplishing undergraduate courses/credits while enrolled in a graduate degree program.

3. Academic Affairs has provided a condensed GMC curriculum to be used for instructing the 1-Year Program cadets at the detachment. Method for instruction (e.g., seminar, lecture weekly, or self-study versus one concentrated week, etc.) will be at the detachment commander's discretion. Detachment commanders will document and coordinate with region commanders to ensure AS100/AS200/LLAB objectives are met prior to Field Training (FT) attendance in summer 2018. The detachment cadre will place a memorandum for record, signed by the commander in the cadets UPRG to document met objectives. The detachment commander can sign exception to policy (ETP) which would allow cadets to dual enroll in the POC and GMC simultaneously if desired. The approval authority for dual-enrollment in GMC/POC classes for the 1-Year program is held at the detachment commander level. Example Academic Plan/Schedule is below:

Fall 2017	GMC accreditation//AS300/AS400 (dual enrolled) & PT/LLAB
Spring 2018	AS300/400 (dual enrolled) & PT/LLAB/FT Prep
Summer 2018	Field Training/Commissioning

Cadets will wear AS200 rank for the first semester. The requirement for a leadership position should be filled in the spring 2018 AS400 year. Cadets in a leadership position (their second semester) will not dual enroll GMC and POC for academics.

4. 1-Year cadets will receive a guaranteed Enrollment Allocation upon program entry assuming all requirements and standards are met, and the cadet can begin AS300/AS400 class, PT and LLAB while awaiting DoDMERB and AFOQT results. Cadets may be contracted as soon as they are fully qualified. If the detachment cannot contract the cadet by the 10th day of the second semester, they must request a waiver from AFROTC/RR via AFROTC Form 22 package send to afrotc.rrfp@us.af.mil. Once contracted, cadets immediately begin drawing an AS400 stipend. Cadets cannot be back paid a stipend. Contracting and FT criteria are listed below:

Requirement	Contracting	Field Training
CGPA	2.5	2.5
TGPA	2.5	2.0
AFOQT	Verbal-15, Quantitative-10 (unless waived by RR)	
DODMERB	Certified & Qualified	
PFA	Passing	
BMI/Body Fat Standards	Meets prior to contracting	Meets End of Spring Term
Meets Drug/Alcohol/Civil Involvement Criteria (or waived by AFROTC/RR)		

Notes: DOC in FY18, viable Form 48 - reasonable course load required

Because this is a temporary program, 1-year cadets not able to commission in 30 Sep 17 may be disenrolled, so be especially critical of the Form 48

Some of the listed FT requirements may be updated by ARMS messages

5. Former cadets who competed for PSP previously and were not selected or were not nominated due to grades or commander discretion, are not authorized for the 1-Year Program. A GMC cadet who dropped out of the program and did not compete for PSP, however, is eligible for program. Currently, scholarships will not be offered to those participating in the 1-Year Program.

6. How to enter a cadet into WINGS:

a. Enter cadet as “AS400 Applicant” in the ROTC Program Data section. In the Program Type drop down menu, select “1yr/FY18.” In addition, ensure the cadet’s projected DOC is in FY18, and their major degree code is correct. For graduate students, put their undergraduate degree code in WINGS.

b. Submit a CPAR requesting Category Change (from No EA to Rated Tech, Rated, Non-Tech, Tech, etc.) In the justification, start with “1-Year Program Applicant...” this will ensure the request is expedited. Detachment commanders must state that they have verified that the cadet meets all entry requirements, or explain which waiverable requirements are not met. When selected for the program, the CPAR will be approved and the detachment will EXECUTE the CPAR in order to enter the EA into WINGS.

c. Once the cadet has received their EA, the ROTC Program Data section will be updated by the detachment to reflect “AS400 Pursuing” status until the cadet is able to be contracted.

d. Once the cadet is able to be contracted, the ROTC Program Data section will be updated by the detachment to reflect “AS400 Active.” Either the same day or a day AFTER the ROTC Program Data effective date the cadet can be contracted and loaded in WINGS. NOTE: Ensure the effective date the cadet becomes an “AS400 Active” is the same day or prior to the contracting date, otherwise

you will receive a WINGS error for scholarship required.

7. **Rated Boards.** Cadets entering in the program in fall 2017 will compete in the Supplemental Rated Board held in September 2017 for cadets with FY18 Rated EAs. If one of your universities starts after the Supplemental Board, cadets may be nominated “out of cycle” to be placed on the alternate lists commensurate with their calculated order of merit. An ARMS message from AFROTC/RR will be distributed in August 2017 with instructions on nominating cadets for the Rated Supplemental Board or “out of cycle.” Follow the specific instructions in that ARMS message to nominate cadets for rated position. Cadets will need to meet all rated categorization requirements to meet the board (reference AFROTCI 36-2011, *Cadet Operations*, Chapter 9). Please note that cadets interested in Rated positions will have little to no time to complete the requirements for rated consideration before the Supplemental Board is held, therefore if they miss the board they can still be added to the Alternate list once board requirements are met.

8. **DODMERB.** Schedule all cadets for a DODMERB NLT 30 days after the semester start date. If a cadet is selected for Pilot or RPA, they are required to be scheduled for a Flight Physical (IFC) NLT 30 days after selection. NOTE: The actual appointments can be outside of the 30-day window, but the appointment needs to be scheduled.

9. **Security Clearance.** Submit a Secret Security Clearance NLT 30 days after a cadet has been contracted. Once classification has taken place, any cadet who needs a Top Secret for their AFSC (verify in AFOCD) will send an upgrade memorandum to afrotc.rfp@us.af.mil NLT 30 days.

10. If you have any questions contact RRFP at 334-953-6195/4380/3562/6588/6982.

//signed/jcp/9 Nov 16//
JAMES C. PARSONS, Colonel, USAF
Registrar, Air Force ROTC