**DEPARTMENT OF THE AIR FORCE**

**AIR FORCE RESERVE COMMAND**

15 Aug 2022

MEMORANDUM FOR \_\_ OG/CC

FROM: SQ/CC

SUBJECT: Age and/or Total Federal Commissioned Service (TFCS) Exception to Policy (ETP) Request for NAME to Attend Undergraduate Pilot Training (UPT)

1. Per AFMAN36-2100 - *Military Utilization and Classification (7 APR 21)* paragraph 3.3.1.1.1., “…AFR applicants must not be beyond their 33rd birthday nor have more than 8 years of by the date as specified in the Undergraduate Flying Training Selection Board announcement message.”
2. NAME is \_\_ years old and/or has \_\_\_\_ years TFCS.
3. In accordance with AFMAN36-2100 paragraph 3.5.1.1., “an ETP may be requested when an Undergraduate Flying Training Board applicant does not meet requirements. ETP should only be requested in rare circumstances when a commander can document sustained, exceptional performance and the deviation from policy is minor.” Per Table 3.1, age/TFCS/ineligibility factor ETPs are approved by AFRC/CC. Final approval authority for these ETPs is delegated by AFRC/CC to AFRC/A3 via memo titled “Undergraduate Flying Training (UFT) Exception to Policy (ETP) Approval of Delegation Request” (6 Aug 18).
4. REASONS ETP(S) SHOULD BE GRANTED.
5. Please direct any questions to \_\_\_\_\_ at email or DSN phone.

NAME, Rank, USAF

Commander, \_\_ Squadron

1st Ind, \_\_ OG/CC

MEMORANDUM FOR \_\_ AW/CC

I concur/~~do not concur~~ with this request.

NAME, Rank, USAF

Commander, \_\_ Operations Group

2d Ind, to Age/TFCS ETP Request for NAME

\_\_ AW/CC

MEMORANDUM FOR 4/10/22AF/CC

I concur/~~do not concur~~ with this request.

NAME, Rank, USAF

Commander, \_\_ AW/CC

3d Ind, 4/10/22AF/CC

MEMORANDUM FOR HQ AFRC/A3

I concur/~~do not concur~~ with this request.

NAME, Rank, USAF

Commander, 4/10/22 AF