



DEPARTMENT OF THE AIR FORCE
AIR FORCE RESERVE COMMAND

MEMORANDUM FOR HQ AFRC/A3RB
340 FTG

FROM: _____/CC

SUBJECT: Unit Sponsorship for Undergraduate Flying Training

1. The purpose of this memo is to formally communicate our intent to sponsor _____.
2. I understand, that pending completed coordination for UFT attendance initiated by this memo, this member will be assigned to 340 Flying Training Group for the duration of his/her formal flying training. Upon completion of all required courses, the member will be reassigned to _____.
3. I understand that 340 FTG is not responsible for holding sponsored members if they withdraw or are eliminated from training. I understand that, should the member fail to complete any training course for any reason while assigned to 340 FTG, he/she will be put on 30 days of orders by 340 FTG to allow member time to search for a new unit/position, after which he/she will be returned to _____, regardless of when the member was sponsored. At that point it is our decision whether to discharge or re-classify the member to another AFSC.
4. My POC for the sponsorship of this member is _____, who can be reached at _____@us.af.mil, DSN _____, or commercial _____.

_____, _____, USAF
Commander, _____