

**22 February 2001**



**PERSONNEL**

**AFROTC POC, PILOT AND NAVIGATOR ALLOCATIONS MANAGEMENT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

Supersedes: AFROTCI 36-2013, 15 November 1999  
Fullerton)

Certified by: HQ AFROTC/RRF (Maj Roy

OPR: HQ AFROTC/RRFP (TSgt Robert Blake)

Pages: 14  
Distribution: F

---

This instruction provides guidance to Air Force Reserve Officer Training Corps (AFROTC) unit personnel for administering the senior AFROTC Professional Officer Course (POC) Selection and Rated Categorization Systems. It defines responsibilities and tasks associated with the submission of applicants for selection and pilot and navigator (referred to in this instruction as “rated”) categorization to meet production goals established by HQ USAF. This instruction applies to senior AFROTC units.

***SUMMARY OF REVISIONS***

This change incorporates interim change (IC) 2001-1 which adds procedures for obtaining enrollment allocations for the One Year College Program (OYCP), Students to Attend ROTC (STAR) program and students who need to obtain an out-of-cycle allocation.

***Section A--GENERAL INFORMATION***

**1. Introduction.** This section explains the purpose of and defines terms used in allocation management.

**2. Purpose.** To select and categorize applicants.

2.1. In selection, AFROTC senior officers choose applicants to enter the POC. Selection normally occurs in the applicant's sophomore year.

2.2. In categorization, AFROTC senior officers place cadets in categories to meet Air Force officer production objectives. All cadets are categorized as an officer candidate after competing successfully through the POC Selection Program (PSP). For line officer candidates competing for a rated slot, categorization occurs in the fiscal year (FY) prior to commissioning (normally the junior year). For non-line officer categorization, candidates must apply for the appropriate non-line board; selects are categorized into the non-line career field.

**3. Eligibility Requirements.** Applicants must meet the eligibility requirements in AFOATSI 36-2011, *Administration of Air Force ROTC Cadets*, chapter 1 and must have a cumulative grade point average (GPA) of at least 2.0 on a 4.0 scale. Term GPA is not a factor for eligibility. Use the official grade point average as calculated by the university. See AFOATSI 36-2011, chapter 5 for instructions on calculating GPA when AFROTC grades are not included in the institutional GPA and for including grades from other institutions. *Applicants in graduate school must factor in their undergraduate cumulative GPA as shown on their transcript at graduation.* AFOATSI 36-2018, *Air Force ROTC Special Actions Program*, outlines eligibility and application procedures for graduate law, nurse, and prehealth professions applicants.

#### **4. Explanation of Terms:**

4.1. Advanced Enrollment Allocation (AEA). An enrollment allocation awarded to an applicant whose date of commissioning (DOC) is three years after the current FY. AEAs are normally required for applicants enrolled in five-year majors.

4.2. Enrollment Allocation (EA). An enrollment allocation awarded to an applicant whose DOC falls two years after the current FY.

4.3. Order of Merit (OM). The national ranking by which applicants compete for an enrollment allocation or rated category. See Table 1.

4.4. Relative Standing Score (RSS). A value calculated by comparing the Unit Commander Ranking to the class size.

4.5. Unit Commander Ranking (UCR). For PSP the UCR is the numerical ranking given by the unit commander reflecting an applicant's standing among all cadets in their peer group from the same unit competing for selection. For rated categorization it is the applicants standing among all cadets in their fiscal year group from the same unit.

4.6. Pilot Candidate Selection Method (PCSM). The PCSM is used for categorization processing if application is for a Pilot slot. The PCSM score is comprised of three factors, the Basic Attributes Test (BAT), the AFOQT-P, and flying hours.

#### **5. Schedule of Events.**

5.1. 1 June (**or earlier!**): Begin working physical examinations for applicants. Review and upgrade physical examinations for cadets requesting rated categories.

5.2. 1 January: Start of nomination period.

5.3. Second Wednesday in February: Deadline for selection/categorization inputs.

5.4. First week of March: Selection/rated categorization board held.

5.5. Third week of March: Selection/rated categorization board results released.

FACTOR	RANGE	MULTIPLIED BY	WEIGHT
RSS (Note 1)	5-10	5	50%
Cum GPA	2.0 - 4.0	5	20%
PFT	140 - 500	0.03	15%
SAT-R (Note 2)	650-1600	0.009375	15%
AFOQT-N (Note 2)	1-99	0.1516	15%
PCSM (Note 2)	1-99	0.1516	15%

**NOTES:**

1. The formula for calculating the RSS is  $(5*((1-R/C)+0.5/C))+5$  where R=UCR and C=Class Size.

2. The SAT-R is used only for selection processing. The AFOQT-N is used for categorization processing if application is for a navigator slot. The PCSM is used for categorization processing if application is for a pilot slot.

***Section B--SELECTION***

**6. Introduction.** This section establishes selection procedures for POC applicants. **Before implementing these procedures, ensure actions required by AFOATSI 36-2011 are complete. Nominate the applicant through the AFOATS Pilot Project (APP) for an enrollment allocation.**

**7. Selection Requirements.** Each applicant for an enrollment allocation must meet these minimum standards:

7.1. Pass the physical fitness test (PFT) and meet weight/body fat standards according to AFOATSI 36-2007, *Air Force ROTC Weight and Fitness Programs*. Enter the most recent PFT score in APP.

7.2. Standardized testing requirements:

7.2.1. All applicants must take the Air Force Officer Qualifying Test (AFOQT) and achieve a verbal score of at least 15 and a quantitative score of at least 10. Applicants must take all sections of the AFOQT. Verify the applicant's most recent scores as they appear in APP and on the Student Management Roster (SMR). Contact HQ AFROTC/RRFP if there is a discrepancy.

7.2.2. SAT or ACT scores are not mandatory but may improve chances for selection. Select the highest of the standardized scores and convert it to SAT-R using Table 2 before entering the score into APP. If using SAT or ACT scores, verify the scores via an original test score report provided by the applicant. The test date must be prior to the start of college attendance.

7.3. Have required waiver actions approved (civil involvements, age, etc.) **before** submitting applicants for allocations. Use the eligibility requirements outlined in AFOATSI 36-2011, chapter 1, and on the AFOATS Form 63, **AFROTC Membership Actions Checklist**, when considering applicants for enrollment allocations.

7.4. An enlistment physical must be administered to all applicants prior to nomination for selection. **The physical must be qualified prior to field training attendance.**

7.5. Commanders must counsel, **in writing**, scholarship cadets competing for an enrollment allocation that if they do not receive an enrollment allocation, a disenrollment investigation will be initiated. **Meeting minimum scholarship retention standards does not guarantee the cadet an enrollment allocation.**

7.6. Cadets with scholarship applications pending and cadets who have received scholarships and are pending activation must be counseled that failure to receive an enrollment allocation will result in withdrawal of all scholarship offers.

**8. Unit Selection Processing.** Screen applicants to determine their motivation toward pursuing an Air Force commission and do not nominate unqualified applicants. The screening will include, but is not limited to, drug use and alcohol abuse, civil involvements, and academic goals. As a minimum, applicants must complete the requirements outlined in AFOATSI 36-2011, chapter 1.

### **9. Unit Commander Ranking:**

9.1. Rank all eligible cadets.

9.2. Evaluate each applicant based upon the “whole person” concept. Since cumulative GPA, PFT score, and standardized test scores are already included objectively in the calculation of the OM, they should only indirectly affect the ranking as they relate to demonstrated ability to balance numerous responsibilities at once. The UCR is an evaluation of officership potential based on performance as a cadet. APP will compute the RSS based upon the UCR and the class size.

9.3. Do not award an undeserved ranking in order to balance lower objective factors such as a poor GPA, PFT or Standardized Test Score.

### **10. Nomination Period:**

10.1. The nomination period for selection is normally January first through the second Wednesday of February. Commanders may submit nominees anytime during this period. **Commanders are strongly encouraged to submit nominations as early as possible.** Nominate applicants to AFROTC by entering required data in APP.

10.2. Submit an AFOATS Form 22, **Cadet Personnel Action Request**, to HQ AFROTC/RRFP requesting an enrollment allocation for any cadet who previously attended field training (FT).

10.2.1. Applicants who previously competed for an AEA, and were not selected, **may not** compete for an EA for the same FY of commissioning on subsequent selection boards without first receiving a waiver from HQ AFROTC/RRFP.

10.2.1. Applicants who previously competed for an AEA, and were not selected, **may not** compete for an EA for the same FY of commissioning on subsequent selection boards without first receiving a waiver from HQ AFROTC/RRFP.

★ 10.3. Commanders who wish to nominate applicants after the nomination period **must** submit an AFOATS Form 22 requesting an EA directly to RRFP. **EAs will be awarded selectively to highly qualified applicants in majors which meet the needs of the Air Force.** For out-of-cycle enrollment allocations see paragraph 15.

Table 2. SAT-R Equivalency Chart			
AFOQT AA	ACT COMP	SAT-O TOTAL	SAT-R TOTAL
		Test Date Before 1 Apr 95	Test Date On / After 1 Apr 95
10		710	840
11		720	850
12, 13		730, 740	860
14	18	750	870
		760	880
15		770	890
16		780	900
17	19	790	910
18		800	920
19		810	930
20		820	940
21, 22	20	830	950
23		840	960
24, 25		850, 860	970
26		870	980
27	21	880	990
28, 29		890	1000
30		900	1010
31		910	1020
32, 33	22	920	1030
34		930	1040
35, 36, 37		940, 950	1050
38, 39		960	1060
40	23	970	1070
41, 42		980	1080
43		990	1090
44, 45		1000	1100
46, 47	24	1010	1110
48, 49, 50		1020, 1030	1120
51, 52		1040	1130
53	25	1050	1140
54, 55		1060	1150
56, 57		1070	1160
58		1080	1170
59, 60,	26	1090,	1180

61, 62		1100	
63		1110	1190
64, 65		1120	1200
66, 67		1130	1210
68	27	1140	1220
69, 70		1150	1230
71, 72		1160, 1170	1240
73, 74		1180	1250
75	28	1190	1260
76, 77		1200	1270
78		1210	1280
79		1220	1290
80	29	1230	1300
81, 82, 83		1240, 1250	1310
84		1260	1320
85		1270	1330
86	30	1280	1340
87		1290	1350
88		1300	1360
89		1310	1370
90	31	1320	1380
91		1330	1390
92		1340	1400
		1350	1410
93	32	1360	1420
94		1370	1430
95		1380	1440
96		1390	1460
	33	1400	1470
97		1410	1480
98		1420	1490
		1430	1510
99	34	1440	1520
		1450	1530
	35	1460	1550
		1470	1560
		1480	1580
	36	1490-1600	1600

**NOTE:** Table 2 is to be used only to convert test scores from AFOQT Academic Aptitude, ACT or SAT-O ONLY to the SAT-R. Do not use this table to compare or convert scores between AFOQT-AA, ACT, or SAT-O.

**11. Non-line Majors.**

11.1. All scholarship and non-scholarship applicants with designations in non-line specialties (i.e., nurse, pharmacy) must meet the requirements in AFOATSI 36-2019, *Air Force Reserve Officer Training Corps (AFROTC) Scholarship Programs*, chapter 5.

11.2. Graduate Law Program (GLP). Applicants are selected through HQ USAF/JAX in Washington DC. HQ AFROTC/RRFP is the point of contact (see AFOATSI 36-2018).

**12. Selection Boards and Notification to Units:**

12.1. Selection boards convene at HQ AFROTC. Board rosters will be aligned by OM. However, in order to meet the needs of the Air Force, factors other than OM (i.e., academic major, foreign language ability) may be considered. For an applicant to meet the board, all selection data must be correct, input, received, and verified by AFROTC prior to the established cutoff dates.

12.2. The SMR lists applicants considered for selection. Check each entry to ensure all information is correct. Update APP to correct errors. When a cadet is selected for an enrollment allocation, a selection category appears on the SMR. Applicants are not scheduled for FT or POC entry without an enrollment allocation.

12.3. At the AFROTC Commander's discretion, an alternative POC selection system may be used to expedite the selection process when a central selection board is not required.

**13. Discontinues.** Update APP when a selectee with an enrollment allocation discontinues or when an applicant no longer wants to be considered. This is critical so additional selections can be made to fill vacancies. When an applicant with a FT assignment drops, notify HQ AFROTC/DOTO immediately.

**14. Processing for Other Units.** Units must process applications for other units when applicants cannot appear at the school that they plan to attend. The processing unit commander may interview the applicant and must assign a ranking. If the applicant is awarded an enrollment allocation, the processing unit is responsible for completing the cadet's membership processing. See AFOATSI 36-2011, chapter 2, and AFOATSI 36-2019 for specific instructions on transferring cadets.

**★15. Out-Of-Cycle EA Process:**

★15.1. Out-of-Cycle enrollment allocations are usually awarded to students who are unable to compete on the PSP board process. These individuals do not meet eligibility requirements, e.g. pending physical, grades, physical fitness, etc., prior to board nomination. Additionally, students who enter ROTC through programs such as Students to Attend ROTC (STAR) and One-Year College Program (OYCP) will require an out-of-cycle EA.

★15.2. STAR. The STAR program is designed to increase production to meet Air Staff goals. The intent of the program is to bring new cadets directly into the program as POC

members, usually during the fall term. STAR targets students who can graduate and commission in 1½ to 2 years. All cadets enrolled and commissioned under this program

must meet all POC academic requirements and LLAB goals. Only applicants at AFROTC-affiliated 4-year colleges and cross-town institutions are eligible. For scholarship information reference AFOATSI 36-2019.

★15.3. One-Year College Program (OYCP). The OYCP is designed to meet Air Force officer production goals in specific shortfall categories. HQ AFROTC will announce the specific shortfall categories, application periods and other program specifics as needed. OYCP applicants must be in a shortfall category and have already completed, or be within one year of completing, an undergraduate degree. OYCP applicants will be required to attend AFROTC classes and leadership laboratory during the academic year and AFROTC field training encampment in the summer prior to or after their academic coursework. Field training in the summer prior to attending AS classes and LLAB is the preferred method. Reference AFOATSI 36-2019, Chapter 4 for program specifics.

★15.4. Students who are new to ROTC should first be evaluated for the STAR program. Use the student's AFOATS Form 48, **Planned Academic Program** to determine the appropriate program.

★15.5. Submit an AFOATS Form 22, Cadet Personnel Action Request, to RRFP to obtain the EA; include the applicant's AFOATS Form 48. The applicant must meet all enlistment eligibility requirements in accordance with AFOATSI 36-2011. An enlistment physical must be scheduled prior to submission for an EA. **The physical must be qualified/certified prior to FT attendance.** The unit commander is authorized to approve dual enrollment only for the OYCP, any other dual enrollment request must be approved by RRFP. Upon obtaining the EA, coordinate with DOTO for a field training assignment. Every effort will be made to schedule FT prior to POC entry; however, FT attendance will depend on available space.

**16. Withdrawal of Enrollment Allocations.** AFROTC may withdraw the enrollment allocation of any cadet who fails to maintain POC retention standards after selection due to grades, change of academic major, civil involvements, FT performance, or any other reason.

**17. Counseling Requirements.** Counsel all cadets competing for an EA or requesting an EA via a Form 22 package that the Commander AFROTC may hold a post FT retention board for cadets who received an overall marginal rating. Non-contract cadets who receive a marginal at FT are not guaranteed entry into the POC. Ensure all cadets understand the impact a Marginal or Unsatisfactory FT rating may have on their future in ROTC. If the board elects to retain cadets with a marginal rating or if no board is held, the following applies:

17.1. Marginal Ratings: Contract cadets returning from Field Training with a **Marginal** rating will receive a conditional event. Non-contract cadets will be placed in pursuing status and monitored for one term. Enlistment is authorized for the spring term upon the PAS's satisfactory review of performance and academic requirements.

17.2. Unsatisfactory Ratings: Cadets returning from Field Training with an **Unsatisfactory** rating will be investigated for disenrollment (contract cadets), discontinued/placed in Special Student status (non-contract cadets), or processed for continuation in the AFROTC program.

All 22 packages requesting continuation in the program must be routed through the region commander. Temporarily inactivate any scholarship until receipt of a HQ AFROTC/RR decision. Award a conditional event to all contract cadets prior to forwarding any 22 action.

### ***Section C—RATED CATEGORIZATION***

★18. **Introduction.** This section establishes procedures by which AFROTC assigns officer candidates to rated categories. The procedures apply to candidates scheduled for commissioning during the next FY. Cadets who are unable to meet the pilot and navigator categorization board may be allowed the opportunity to categorize following the boards. The decision to allow categorization will be based on the needs of the Air Force.

### **19. Rated Categorization Requirements.**

19.1. Candidates must meet the AFOQT minimum scores shown in Table 3.

<b>Table 3. Minimum AFOQT Scores</b>					
	Pilot	Nav	Pilot+ Nav	Verbal	Quant
<b>Officer Candidate</b>	--	--	--	<b>15</b>	<b>10</b>
<b>Pilot</b>	<b>25</b>	<b>10</b>	<b>50</b>	<b>15</b>	<b>10</b>
<b>Navigator</b>	<b>10</b>	<b>25</b>	<b>50</b>	<b>15</b>	<b>10</b>

19.2. **All eligible cadets may compete for a rated category.** Cadets must be medically certified for the most restrictive rated category of preference before being submitted for categorization. Physicals must be certified as “Flying Class “1” or “1A” or be stamped “Potential Pilot Qualified” (PPQ) or “Potential Navigator Qualified” (PNQ). Review PPQ/PNQ requirements in AFOATSI 36-2011 prior to submission for a rated category. If a cadet cannot become medically certified for a requested category in time to meet the submission deadline, consider the cadet unqualified for the category and update APP accordingly. If the cadet later becomes medically certified and wants to request rated categorization, submit an AFOATS Form 22 package to RRFP.

19.3. Pilot candidates must complete the BAT so that a PCSM score can be computed prior to categorization. PCSM scores must be obtained from AETC/SAF. Obtain PCSM scores via the PCSM homepage at: <http://www.aetc.randolph.af.mil/sas/pcsm/index.htm>. Flying hours must be updated on or before 15 January. Procedures for updating PCSM scores are located on the PCSM homepage. Flying hours after January 15 cannot be used to update the PCSM score.

19.4. Pilot and navigator candidates must meet age requirements IAW AFOATSI 36-2011, chapter 1. Waivers are normally given only to correct Air Force administrative errors and on a limited basis to highly qualified cadets.

### **20. Unit Rated Categorization Processing.**

20.1. The detachment commander will assign each candidate a UCR based on the entire FY commissioning class. As with selection, consider the cadet's potential based on performance as a cadet before assigning the UCR. APP will compute the RSS based upon the UCR and class size.

20.2. Submit rated candidates to AFROTC by entering categorization data in APP. APP will compute each candidate's OM score using the most current information available.

20.3. Cadets competing for pilot must indicate their preference to attend the Euro-NATO Joint Jet Pilot Training (ENJJPT). ENJJPT volunteers must submit a memorandum to the unit commander and the unit must update volunteer status into APP no later than the date established via ARMS. ENJJPT volunteer memorandum must consist of the cadet's understanding that ENJJPT is a fighter oriented program and if successfully completed will likely be assigned to a fighter or bomber based on USAF needs and if eliminated from ENJJPT will not be eligible for any other undergraduate pilot training. All cadets competing for Navigator must provide their track selection: Heavy or Strike/Strike Fighter track. Information regarding the different tracks is located on the AFOATS web page. Update APP upon receipt of preferences.

## **21. Rated Categorization Board and Unit Notification:**

21.1. Line Cadets: AFROTC will only categorize cadets into pilot and navigator categories. Cadets who are unqualified for or do not desire either category will not be classified by AFROTC. All other cadets will retain an "O" in "category of select" on the SMR and be assigned an Air Force Specialty Code (AFSC) by AFPC in their senior year via the AFOATS Form 53, Academic Information (see AFOATSI 36-2018).

21.2. Non-Line Cadets: Non-line cadets (i.e., Pre-health, BSC and nurse,) are normally categorized after PSP based on the needs of the Air Force (see AFOATSI 36-2019). **Cadets who do not receive a nonlinear category at time of selection will retain the "Officer Candidate" category and remain as "line" officers.** Officer Candidate cadets competing on boards held after PSP (i.e., GLP) will be categorized only upon notification of selection for the applied program.

21.3. The rated categorization board will convene at AFROTC during the first week of March. Board rosters will list rated candidates by first preference (pilot or navigator). Rated candidates may list pilot as their first preference and navigator as their second preference. **The pilot board convenes first, therefore pilot candidates should not list navigator as their first preference and pilot as their second.** Candidates are sorted according to OM.

21.4. The SMR will reflect categorization decisions. When AFROTC awards a rated allocation, the category of select will change from officer candidate "O" to the new production category designator ("P" or "N"). Upon receipt of the new production category from HQ AFROTC, complete a new AF Form 1056, **AFROTC Contract**, to reflect the new category within ten (10) workdays/schooldays of cadet notification. If the cadet does not complete the contract, contact HQ AFROTC/RRFP to turn in the allocation.

NOTE: Category designators for nonlinear cadets are listed in AFOATSI 36-2011, Attachment 1. Reference AFOATSI 36-2011 chapter 2 regarding changing categories on the AF Form 1056. Complete required addendums as appropriate.

**22. Changes of Category:** Cadets who want to change categories must be medically certified for the desired category. Submit an AFOATS Form 22 package to HQ AFROTC/RRFP. **Cadets who require a change of DOC to a new FY**

**are subject to recategorization based on the needs of the Air Force. *Individuals who previously competed for pilot and navigator allocations and were not selected, are not eligible for recategorization to pilot or navigator in subsequent years.***

J.C. MANN  
Colonel, USAF  
Registrar, AFROTC

Attachments:

1. Glossary of References
2. IC 2001-01, AFOATSI 36-2013

**Attachment 1**  
**GLOSSARY OF REFERENCES AND EXPLANATION OF TERMS**

**References**

AFOATSI 36-2007, *Air Force ROTC Weight and Fitness Programs*

AFOATSI 36-2011, *Administration of Air Force ROTC Cadets*

AFOATSI 36-2018, *Air Force ROTC Special Actions Program*

AFOATSI 36-2019, *Air Force Reserve Officer Training Corps (AFROTC) Scholarship Program*

**Forms**

AF Form 1056, Air Force Reserve Officer Training Corps Contract

AFOATS Form 22, Cadet Personnel Action Request

AFOATS Form 48, Planned Academic Program

AFOATS Form 53, Academic Information

AFOATS Form 63, AFROTC Membership Actions Checklist

**Abbreviations and Acronyms**

**ACT** - American College Testing Assessment

**AEA** – Advanced Enrollment Allocation

**AFOATS** – Air Force Officer Accession and Training Schools

**AFOQT** – Air Force Officer Qualifying Test

**AFROTC** – Air Force Reserve Officer Training Corps

**AFPC** – Air Force Personnel Center

**AFSC** – Air Force Specialty Code

**APP** - AFOATS Pilot Project

**ARMS** – Automated ROTC Mail System

**BAT** – Basic Attributes Test

**DOC** – Date of Commissioning

**EA** – Enrollment Allocation

**ENJJPT** – Euro-NATO Joint Jet Pilot Training

**FT** – Field Training

**GLP** – Graduate Law Program

**GPA** – Grade Point Average

**OM** – Order of Merit

**PCSM** – Pilot Candidate Selection Method

**PFT** – Physical Fitness Test

**PNQ** – Potential Navigator Qualified

**Attachment 1 (Continued)**

**GLOSSARY OF REFERENCES AND EXPLANATION OF TERMS**

**POC** – Professional Officer Course  
**PPQ** – Potential Pilot Qualified  
**PSP** – POC Selection Program  
**ROTC** – Reserve Officer Training Corps  
**RSS** – Relative Standing Score  
**SAT** – Scholastic Aptitude Test  
**SMR** – Student Management Roster  
**UCR** – Unit Commander Ranking

**Explanation of Terms**

**Applicant.** An individual who makes written application for membership in the General Military Course (GMC), Professional Officer Course (POC), or College Scholarship Program (CSP).

**Cadet.** A student who meets all applicable eligibility requirements and is admitted to membership in the GMC or POC. To remain a cadet, the individual must maintain prescribed retention standards.

**Category.** Classification used to identify applicants and cadets with a potential career area utilization. The contract categories used in AFROTC are: O (officer candidate); P (pilot); N (navigator); Q (nurse); R (prehealth); J (physical therapy); U (pharmacy); H (physician assistant); T (occupational therapy); and L (lawyer).

**Contract Cadet.** An AFROTC cadet who has executed an AF Form 1056, Air Force Reserve Officer Training Corps Contract, enlisted in the United States Air Force Reserve [Obligated Reserve Section (ORS)] under the provisions of 10 U.S.C. 2104 or 2107, and is a member of the POC or on scholarship.

**Enrollment.** Admission of students into AS courses which entitles them to neither AFROTC membership nor subsistence allowance.

**Member.** A student who meets all applicable eligibility requirements and is admitted to membership in the GMC, POC, or on scholarship. To remain a member, the individual must maintain prescribed retention standards.

**Professional Officer Course (POC).** Normally, the third and fourth years of the 4-year program and the first and second year of the 2-year program consisting of AS 300 and AS 400 as prescribed under 10 U.S.C. 2104.

IC 2001-1 to AFOATSI 36-2013, AFROTC POC, PILOT AND NAVIGATOR  
ALLOCATIONS MANAGEMENT

22 FEBRUARY 2001

SUMMARY OF REVISIONS

This change incorporates interim change (IC) 2001-1 which adds procedures for obtaining enrollment allocations for the One Year College Program (OYCP), Students to Attend ROTC (STAR) program and students who need to obtain an out-of-cycle allocation.

CHANGES: AFOATSI 36-2013 is changed as follows:

★10.3. (Add). For out-of-cycle enrollment allocations see paragraph 15.

★15. **Out-Of-Cycle EA Process:**

15.1. Out-of-Cycle enrollment allocations are usually awarded to students who are unable to compete on the PSP board process. These individuals do not meet eligibility requirements, e.g. pending physical, grades, physical fitness, etc., prior to board nomination. Additionally, students who enter ROTC through programs such as Students to Attend ROTC (STAR) and One-Year College Program (OYCP) will require an out-of-cycle EA.

15.2. STAR. The STAR program is designed to increase production to meet Air Staff goals. The intent of the program is to bring new cadets directly into the program as POC members, usually during the fall term. STAR targets students who can graduate and commission in 1½ to 2 years. All cadets enrolled and commissioned under this program must meet all POC academic requirements and LLAB goals. Only applicants at AFROTC-affiliated 4-year colleges and cross-town institutions are eligible. For scholarship information reference AFOATSI 36-2019.

15.3. One-Year College Program (OYCP). The OYCP is designed to meet Air Force officer production goals in specific shortfall categories. HQ AFROTC will announce the specific shortfall categories, application periods and other program specifics as needed. OYCP applicants must be in a shortfall category and have already completed, or be within one year of completing, an undergraduate degree. OYCP applicants will be required to attend AFROTC classes and leadership laboratory during the academic year and AFROTC field training encampment in the summer prior to or after their academic coursework. Field training in the summer prior to attending AS classes and LLAB is the preferred method. Reference AFOATSI 36-2019, Chapter 4 for program specifics.

15.4. Students who are new to ROTC should first be evaluated for the STAR program. Use the student's AFOATS Form 48 to determine the appropriate program.

15.5. Submit an AFOATS Form 22, Cadet Personnel Action Request, to RRF to obtain the EA; include the applicant's AFOATS Form 48. The applicant must meet all enlistment eligibility requirements in accordance with AFOATSI 36-2011. An enlistment physical must be scheduled prior to submission for an EA. **The physical must be qualified/certified prior to FT attendance.** The unit commander is authorized to approve dual enrollment only for the OYCP, any other dual enrollment request must be approved by RRF. Upon obtaining the EA, coordinate with DOTO for a field training assignment. Every effort will be made to schedule FT prior to POC entry; however, FT attendance will depend on available space.

★18. (Add). Cadets who are unable to meet the pilot and navigator categorization board may be allowed the opportunity to categorize following the boards. The decision to allow categorization will be based on the needs of the Air Force.