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Personnel

**EDUCATIONAL CLASSIFICATION AND
CODING PROCEDURES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 36-23, *Military Education*. It provides guidance on how to classify and code educational levels, academic specialties, and academic subspecialties for the Personnel Data System (PDS). This instruction directs collecting and maintaining information subject to the *Privacy Act of 1974* authorized by 10 U.S.C. 8013 and Public Law 94-361. System of Records FO30 AF MP A applies. **Attachment 1** lists pertinent abbreviations.

Supplements to this instruction are authorized at any level. Submit suggestions for improving this instruction through channels to HQ USAF/DPDEV, 1040 Air Force Pentagon, Washington DC 20330-1040.

SUMMARY OF REVISIONS

This revision clarifies that AFIT/RR is the sole source for inputting officer academic data into the PDS (paragraph **1.2.1.**); revises the requirement for official degree-posted transcripts for medical services officers be sent to AFIT/RR (paragraph **1.6.** and **Table 1.**, rule 5); adds the Department of Education publishes a directory of post-secondary institutions and clarifies that each education services center can use American Counsel of Education or Department of Education guides to verify accreditation of institutions (paragraph **2.1.1.**); adds the process on how an institution can be added to the American Council of Education and Department of Education guides (paragraph **2.1.2.**); explains that a temporary officer academic update will be removed if an official transcript is not received after respective board (paragraph **3.1.4.**); adds that base education service offices may also dispatch a fax or e-mail to temporarily update an officers academic information (paragraph **3.1.5.**); adds that civilian contractors may assist in education level updates and perform base-level procedures (paragraph **3.1.1.** and **3.2.1.**); adds the updating of Technical/Occupation Certificates – Data Code 8 (**Attachment 2**); (paragraph **3.2.3.1.3.**) adds that for prior service members enlisting in the Air Force Reserve, DD Form 214, **Certificate of Release or Discharge from Active Duty** is an acceptable source document for verifying high school completion. The following form is prescribed: AF Form 1033, **Academic Education Data**. The following forms are adopted: DD Form

214, **Certificate of Release or Discharge from Active Duty** and DD Forms 1966-2, **Record of Military Processing – Armed Forces of the United States**

1. Responsibilities:

1.1. Headquarters, United States Air Force. HQ USAF/DPDEV is responsible for the procedures described in this instruction.

1.2. Air Education and Training Command:

1.2.1. The Air Force Institute of Technology (AFIT), Admissions and Registrar Directorate (AFIT/RR), 2950 P Street, Wright-Patterson AFB OH 45433-7765, maintains officer academic records and ensures the accuracy of academic table codes in the PDS. (See **Table 1.** for information on obtaining academic transcripts.) AFIT/RR maintains substantiating source documents for officer academic achievements and is the sole source for inputting officer academic data into the PDS. Accession agencies and education services centers (ESC) should not update officer academic data into the PDS.

1.2.2. The 319th Training Squadron (319 TRS), 1550 Wurtsmith Street, Ste 1, Lackland AFB TX 78236-5247, uses AF Form 1033, **Academic Education Data**, to initiate education records for enlisted personnel who enter the Air Force and are assigned to the 37 Training Wing. The 319 TRS provides official transcripts of graduating Officer Training School (OTS) students (except the Airman Education and Commissioning Program (AECPP)) to AFIT/RR within 90 calendar days of graduation (**Table 1.**).

1.3. Air Force Recruiting Service. Obtains official transcripts for recruits, attaches transcript to DD Forms 1966-2, **Record of Military Processing - Armed Forces of the United States**, and sends the package to the 319 TRS for preparation of AF Forms 1033.

1.4. Base Education Service Office. Maintains supporting documents for enlisted members in their education services record folders and updates their education levels in the PDS .

1.5. USAF Academy (USAF/DFRR). Provides official transcripts of graduating students to AFIT/RR within 90 calendar days of graduation.

1.6. HQ AFPC/DPAMD (for AFSC 47XX), DPAMN (for AFSC 46XX), DPAMP (for AFSCs 44XX, 45XX, and 48XX), DPAMS (for AFSC 41AX, DPAMW (for AFSCs 42XX and 43XX).

Obtains official degree-posted transcripts for people accessed through the Direct Commissioning Program as medical services officers and sends these documents to AFIT/RR when the certification process is completed. HQ AFPC/DPAME will obtain degree-posted transcripts for physicians who are contractually obligated through Health Promotions Scholarship Program (HPSP), Financial Assistance Program (FAP), and Reserve Officer Training Program (ROTC), who are completing their training in deferred status.

1.7. HQ USAF/JAX. Obtains official transcripts for people accessed through the Direct Commissioning Program as judge advocates and forwards these transcripts to AFIT/RR within 90 calendar days of commissioning.

1.8. Air Reserve Personnel Center (ARPC/DPAB). Obtains official transcripts from the ARPC Surgeon General, Chaplain, and Judge Advocate for people accessed through the Direct Commission-

ing Program or through an interservice transfer into reserve programs as medical services officers, chaplains, or judge advocates into the Judge Advocate Directed Reserves (JAGDR). Forwards documents to AFIT/RR within 90 calendar days of commissioning.

1.9. Air National Guard Readiness Center (ANGRC/DPD). Obtains official transcripts for persons accessed into the Air National Guard (ANG) as a result of a preview of grade determination. Sends documents to AFIT/RR within 90 calendar days of commissioning.

1.10. Professors of Aerospace Studies at Individual Air Force Reserve Officer Training Corps(AFROTC) Detachments. Obtain official transcripts for graduating students and send transcripts to AFIT/RR within 90 calendar days of graduation.

Table 1. Offices Responsible For Obtaining Academic Transcripts.

R U L E	A	B	C
	If a person is	then an official transcript is	and must be sent
1	graduated from USAFA	obtained by USAFA/DFRR	within 90 calendar days to OETR, Wright-Patterson AFB OH 45433-7765
2	an OTS graduate (except AECP graduates)	obtained by 319 TRS	
3	an AFROTC graduate	obtained by the Professor of Aerospace Studies at the AFROTC detachment concerned	
4	graduated or eliminated from AFIT	Forwarded by AFIT/CMI (for codes C and E) or AFIT/RR	
5	accessed through the Direct Commissioning Program as a medical services officer (AFSC 4XXX)(Does not apply to ARC officers not on EAD)	obtained by (see note 5) and forwarded to AFPC/DPPAOR for certification when available	
6	accessed through the Direct Commissioning Program as a chaplain (Does not apply to ARC officers not on EAD)	obtained by AFPC/HC	
7	accessed through the Direct Commissioning Program as a judge advocate	obtained by HQ USAF/JAX	
8		obtained by ARPC/SG/HC/JA and forwarded to ARPC/DPRO	

R U L E	A	B	C
	If a person is	then an official transcript is	and must be sent
9	<p>approved by ANGRC/DPP for commission in the ANG as a result of preview and grade determination.</p> <p>A physician who is contractually obligated through Health Promotions Scholarship Program (HPSP), Financial Assistance Program (FAP), and Reserve Officer Training Program (ROTC), who is completing their training in deferred status.</p>	<p>obtained by ANGRC/DPP</p> <p>then an official transcript is obtained by DPAME</p>	<p>within 90 calendar days to OETR, Wright-Patterson AFB OH 45433-7765</p> <p>to the credentialing office of the members's gaining medical facility</p>
10	<p>an officer and has earned a baccalaureate or graduate degree/credits through a program other than those covered in rules 1 and 7 (Includes attainment by medical services officers, chaplains, and judge advocates after commissioning)</p>	<p>requested from the college or university awarding the degree or credits by the officers</p>	<p>to OETR repository (AFIT/ RR), Wright-Patterson AFB OH 45433-7765. (For active duty chaplains only, send to HQ USAF/HCP, Wash DC 20330; they will forward to AFIT/RR (see Table 1., note 1.)</p>
11	<p>an officer eligible for change of education level below the baccalaureate level</p>		
12	<p>an enlisted member and has earned a baccalaureate or graduate degree or credits</p>	<p>requested from college or university by the enlisted member (if applicable). The education services officer (ESO) updates the</p>	<p>to the servicing military personnel flight records unit for update of member's personnel records in the PDS if the ESC is not automated.</p>
13	<p>an enlisted member eligible for a change of educational level below the baccalaureate level</p>	<p>PDS if the education services center is (ESC) is automated, the ESO prepares the AF Form 1033 (see notes 2 and 3)</p>	<p>The AF Form 1033 is returned to the ESO for filing in the member's education services record folder after input into the PDS.</p>
14	<p>an initial enlistment into the Air Force</p>	<p>attached to the DD Form 1966-2 by the Air Force recruiter (see Table 1., note 4)</p>	<p>to the 319 TRS, Lackland AFB, TX for preparation of AF Form 1033 and filing in the member's personnel records (see note 4).</p>

NOTES:

1. Within AFRES, send official transcripts to the servicing military personnel flight/education and training function
2. The AF Form 1033 or other supporting documentation prepared by the ESO is maintained with the person's individual education services record, forwarded to the gaining organization on transfer per AFI 36-2608, Military Personnel Records System, and disposed of per AFMAN 37-139, Records Disposition - Standards.
3. Within AFRES, the education and training office updates the PDS
4. Within AFRES, the recruiter in coordination with the education and training office performs this function
5. HQ AFPC/DPAMD (for AFSC 47XX), DPAMN (for AFSC 46XX), DPAMP (for AFSCs 44XX, 45XX, and 48XX), DPAMS (for AFSC 41AX), DPAMW (for AFSCs 42XX and 43XX).

2.

2.1. College and University Accreditation. This is a system for recognizing educational institutions and professional programs affiliated with those institutions for a level of performance, integrity, and quality which entitles them to the confidence of the educational community and the public they serve.

2.1.1. The American Council on Education publishes an annual listing of accredited institutions of post-secondary education. The Department of Education publishes a directory of post-secondary institutions. Each base education services center has these guides. Use either of these guides to verify accredited institutions and candidates for accreditation. Contact the appropriate accrediting body to verify additions to the guide since its last publication. Address any further questions concerning the accreditation status of institutions to AFIT/RRC.

2.1.1.1. Less than Baccalaureate Degree. Use academic credit from institutions that are regionally or nationally accredited. Academic credit may be used from academic institutions that are pending accreditation and have been approved by HQ USAF/DPPE for Air Force tuition assistance.

2.1.1.2. Bachelor Degree. Accept if the institution is regionally or nationally accredited. For non-accredited institutions, accept for update only if the individual obtains a letter from an accredited institution stating it will accept academic credits from that school on the same basis as it would from accredited schools. This provision applies only to undergraduate degrees.

2.1.1.3. Graduate Degrees. Accept if institution is regionally or nationally accredited or has federal degree-granting authority and is identified as offering the appropriate degree level (masters, doctorate, etc.).

2.1.2. Universities, colleges, or training schools not meeting any of the criteria mentioned in [2.1.1.](#), must submit a request to the appropriate accrediting institution for inclusion in the American Council of Education and Department of Education guides. It is the school's responsibility to provide AFIT/RRC with necessary documentation to prove accreditation, candidacy, or federal degree granting authority.

2.2. International Institutions. Enter educational achievement obtained at international institutions in official records if properly evaluated. An accredited school or a private evaluation agency must accomplish the evaluation. The National Association for International Student Affairs, 1860 19th Street NW, Washington DC 20009-0000, maintains a list of private evaluation agencies.

3. Education Level Updates:

3.1. Officer Updates. Officers are responsible for ensuring their education records are updated as quickly as possible after completing new education levels.

3.1.1. Officers using TA or VA assistance must obtain official transcripts directly from the issuing institutions and present them to the base education services counselor or civilian contractor who will annotate the proper code for method of obtaining the new education level ([Attachment 2](#)). The education services counselor then forwards official transcripts to AFIT/RR for inclusion in the officer's official record. AF Forms 1033 are not required.

NOTE: TA does not apply to United States Air Force Reserve (USAFR) officers.

3.1.2. Officers not using Tuition Assistance (TA) or Veterans Administration (VA) assistance must obtain official transcripts directly from the issuing institutions and send them to AFIT/RR for inclusion in the official records.

3.1.3. For medical service officers attending AFIT-sponsored graduate programs, AFIT/RR updates records of AFIT-sponsored graduate students to reflect the academic program code and education level for which the student is sponsored. HQ AFPC/DPAMD (for AFSC 47XX), DPAMN (for AFSC 46XX), DPAMP (for AFSCs 44XX, 45XX, and 48XX), DPAMS (for AFSC 41AX), DPAMW (for AFSCs 42XX and 43XX) must approve exceptions to this procedure. After student graduation, HQ USAF/DPDEV must approve code modifications.

3.1.4. If an officer is meeting a promotion, assignment, or other selection board and official transcripts are not immediately available, AFIT will accept an official letter, on school letterhead stationery, signed by a responsible school official verifying academic accomplishment. The letter must include the student's name, social security number, name and location of the board, degree or number of hours completed, and when a transcript will be available. These updates are valid for a period of 45 calendar days from the date received or from the date of transcript availability, whichever is later. If a transcript is not received after the respective board date, AFIT will remove the temporary update and reinstate the previous code in the PDS. The respective boards establish final cutoff dates; consequently, inclusion of last minute updates in the consideration process cannot be ensured.

3.1.5. If an officer is meeting a board and time constraints preclude normal procedures, base education services officers may dispatch a message, fax, or official e-mail containing the information detailed above. On receipt, AFIT will notify the board indicated in the message and update the PDS when the official transcript is received.

3.1.6. The Officer Education Transcript Repository (OETR) at AFIT maintains official transcripts ([Table 1](#)). These documents serve as source documentation for officer education levels. OETR personnel review, classify, and code transcripts for entry into the PDS. Transcripts received by AFIT become the property of the Air Force, are used for DoD purposes only, and will not be returned for the officer's personal use. AFM 37-139 governs disposition of these records.

3.2. Enlisted Updates:

3.2.1. Base-Level Procedures. The base education services or civilian contractor staff requires source documents (described in paragraph 3.2.3.1.3.) to support education data for enlisted personnel and to accomplish updates to the PDS. The base education services or civilian contractor staff files the documents in the enlisted member's education services record folder.

3.2.2. Senior Noncommissioned Officers (NCO) (Master Sergeants and Senior Master Sergeants) Who Are Eligible for Promotion. These NCOs may obtain a letter attesting to degree level as described in paragraph 3.1.4. Forwarded to the base Education Services Officer (ESO) who updates the record. If an official transcript is not received within 45 calendar days, the ESO reinstates the previous code in the PDS.

3.2.3. Documentation Required To Change an Education Level:

3.2.3.1. Below the Baccalaureate Level. Basic academic credentials include high school diplomas, high school equivalency certificates, and official college transcripts, unless otherwise indicated.

3.2.3.1.1. Initial Enlistment. DD Form 1966-2, with transcript attached, substantiates academic data for people entering the Air Force. The 394 PPS staff uses these documents to initiate AF Form 1033 for enlisted personnel and files the form in the unit personnel records group. The diploma, equivalency certificate, or transcript is then returned to the individual.

NOTE: For USAFR members, see [Table 1.](#), note 4.

3.2.3.1.2. After Initial Enlistment. The base ESO evaluates education achievements for enlisted personnel. The base education services staff inputs data in the PDS and files supporting documents the enlisted member's individual education services record folder.

3.2.3.1.3. High School Education-Level. Documentation is based on diplomas or high school equivalency certificates. Certification of the General Educational Development Test, academic education level B, may be entered when the individual achieves a standard score of 35 each test and an average standard score of 45 on all five parts. For prior service members enlisting in the Air Force Reserve, DD Form 214 is an acceptable source document for verifying high school completion.

3.2.3.2. At the Post-Secondary Level (up to the Baccalaureate Degree). Base Education level changes on official transcripts or grade slips from accredited institutions.

3.2.3.3. At the Associate Degree Level. Official transcripts are normally required. However, you may use a Community College of the Air Force (CCAF) progress report or transcript to verify academic education levels E through H ([Attachment 2](#)) if the document has not been in the possession of the student.

3.2.3.4. At the Baccalaureate Level or Above. The individual must provide the education services center (EDC) official transcripts. (The individual pays for the transcripts.)

4. Categories and Codes. Academic data entries in the PDS consist of three sets. One set is for coding academic specialty, another for coding the education level, and a third for the method used to obtain the education level. Entries of letters X, Y, and Z in the academic coding process indicate "other," "not appli-

able," and "unknown," respectively. The letters X and Y are most often entered in the last two positions of the specialty code to identify no specialization or specialization in an area for which no precise identifier exists. The letter Z in the education level high position will prompt periodic output of an action-due notice at base level, instructing individuals to provide proof of education accomplishment.

4.1. Academic Specialization. Terms used to define an area of academic specialization conform generally to civilian usage. The Air Force Data Dictionary (AFDD) provides definitions of academic specialization and education levels. Usually, a general area and the related major academic area of study are identified for each education level. The titles and definitions used in the AFDD and PDS are often broad in scope and may differ from the title provided by the college or university. Academic specialties are listed in AFDD (ADE AC-030) and PDS (HAF Table 0098). They consist of a four-character alphanumeric code to identify (in order) general area of study, major academic field, specialization, and subspecialization. Together they form an individual's academic specialty code. Review of the school's catalog, discussions with the school, and student consultation may be necessary to determine academic specialization.

4.1.1. General Area of Study. There are 10 groupings of academic areas of study ([Attachment 3](#)). A person coded 4YYY, for example, would be identified as having, or working toward, a general engineering degree with no major academic field, specialization, or subspecialization.

4.1.2. Major Academic Field. This character identifies a related specialization within the general area of study and consists of 18 or more semester hours. This term usually identifies the academic degree awarded by a college or university and is considered a person's major. Building on the preceding example, a person coded 4AYY would be identified as having, or working toward, a degree in aeronautical engineering with no specialization or subspecialization.

4.1.3. Specialization. Persons who have a concentration, usually three courses, in a particular academic area may qualify for identification of specialization. Again building on the preceding example, 4AAY would identify a person with a degree in aeronautical engineering with specialization in aerodynamics. Specificity to this level is reserved for those who have completed advanced undergraduate or graduate work (a CCAF associate degree is an exception).

4.1.4. Subspecialization. This character identifies a group of courses or on-the-job professional experience associated with a given specialization. Graduate study with specific research is an example of readily identifiable subspecialization. Subspecialization may also be identified on the basis of professional competence gained by experience on the job or documented self-initiated study. In the preceding 4AAY example, subspecialization in aerodynamic loads would be identified by the code 4AAA.

4.2. CCAF Degree Coding. The correct codes are in the CCAF handbook. Address questions regarding these codes to CCAF/RRA, 130 West Maxwell Boulevard, Maxwell AFB AL 36112-6613.

4.3. Certificate Coding. A person who desires traditional academic credit for certificates must have the work evaluated by an accredited institution. Once evaluated, this work may be applied as graduate or undergraduate work as appropriate. Certificates may also be applied in determining specialization or subspecialization. For example, a person with a degree in general education could qualify for an academic specialty code in secondary teaching based on possession of a teaching certificate (Code 7 only). The PDS will also accept certain certificates for inclusion in a person's official record.

5. Education Levels. The standard measures for determining education levels are semester hours and degrees. Quarter hours are converted to semester hours. One quarter hour equals two-thirds of one semester hour. Each education level has one alpha or numeric character. AFDD (ADE AC-025), PDS (HAF Table 0228), and [Attachment 2](#) of this instruction show the various education levels and corresponding codes.

5.1. A maximum of five education levels may be assigned and coded for each officer and enlisted person.

5.2. Two education levels are assigned to a person who presents official transcripts showing completion of at least 15 semester hours of graduate work beyond the bachelor's degree.

5.3. A person with two degrees at the same education level is coded first with the degree earned most recently.

6. Assigning a Method-Obtained Code. This code is a single alpha identifier to show major source of funding used to obtain a particular education level. The most common codes are T--tuition assistance, V--VA sponsorship, and Y--not sponsored by the military. (*See* AFDD (ADE MI 460), PDS (HAF Table 0102), and [Attachment 4](#) of this instruction).

7. Form Prescribed. AF Form 1033, **Academic Education Data**

8. Forms Adopted. DD Form 214, **Certificate of Release or Discharge from Active Duty** and DD Forms 1966-2, **Record of Military Processing - Armed Forces of the United States.**

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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

Air Force Policy Directive 36-23, *Military Education*, 27 September 1993

Title 10 U.S.C. 8013

Public Law 94-361

AFI 36-2608, *Military Personnel Records System*, 01 July 1996

AFI 36-2302, *Professional Development*, 26 August 1994

AFMAN 37-139, *Records Disposition - Standards*

Abbreviations and Acronyms

AECP – Airman Education and Commissioning Program

AFDD – Air Force Data Dictionary

AFIT – Air Force Institute of Technology

AFIT/RR – Air Force Institute of Technology/Admissions and Registrar Directorate

AFIT/RRC – Air Force Institute of Technology/Academic Classification Division

AFPC/DPAMP – Air Force Personnel Center/Medical Service Officer Management Directorate

AFRES – Air Force Reserve

AFROTC – Air Force Reserve Officer Training Corps

ANG – Air National Guard

ARPC – Air Reserve Personnel Center

CCAF – Community College of the Air Force

ESC – Education Services Center

ESO – Education Services Officer

HAF – Headquarters Air Force

JAGDR – Judge Advocate General Directed Reserves

NCO – Noncommissioned Officer

OETR – Officer Education Transcript Repository

OTS – Officer Training School

PDS – Personnel Data System

TA – Tuition Assistance

USAF/JAX – United States Air Force Academy/Professional Development Division

USAFA – United States Air Force Academy

USAFA/DFRR – United States Air Force Academy/Dean of Faculty, Examination and Records

VA – Veterans Administration

Attachment 2

EDUCATION LEVELS

Data Items and Explanations	Data Codes
Less than high school completion (no certificate, diploma or GED equivalency)	A
Successfully completed high school-level GED battery, but does not have a high school diploma or certificate of equivalency	B
High school completion (state certificate or equivalency)	C
High school completion (diploma)	D
Completed from 12 to 29 semester hours or 22 to 44 quarter hours of post-secondary education (note 1)	E
Completed 30 to 59 semester hours or 45 to 89 quarter hours of post-secondary education (includes 1 year post-secondary occupational certificates) (note 1)	F
Completed 60 to 89 semester hours or 90 to 134 quarter hours of post-secondary education (includes 2 year post-secondary occupation certificates) (note 1)	G
Awarded an associate degree	H
Registered nurse (graduate of a diploma school program)	I
Completed 90 or more semester hours or 135 or more quarter hours (note 1), but has not been awarded a baccalaureate degree. In addition, at least one of the following conditions must be met	J
--At least 20 semester hours or 30 quarter hours must be upper division credit junior or senior; 300-400 level	
--A responsible official of a university or college indicates, in writing, the individual is within 30 or less semester hours or 45 or less quarter hours of baccalaureate degree completion.	
Awarded a baccalaureate degree	N
Completed 15 or more semester hours or 22 or more quarter hours of graduate work above baccalaureate level	O
Awarded a master's degree	P
Completed 30 or more semester hours or 45 or more quarter hours of graduate work above master's level	Q
Awarded a doctoral degree (does not include honorary or professional degrees)	R
First professional degree-a degree or certificate conferred on completion of academic and professional requirements for selected professions as follows:	S
Chiroprody or Podiatry (DSC or PodD)	
Dentistry (DDS or DMD)	

Data Items and Explanations	Data Codes
Medicine (MD)	S
Optometry (OD)	
Osteopathy (DO)	
Pharmacy	
Veterinary Medicine (DVM)	
Law (LLB or JD)	
Theology (DB, Rabbi, or other first professional degrees)	
Second professional degree	T
Third professional degree	U
Has a terminal degree as an education specialist	V
None/Not Applicable	Y
Currently in an AFIT baccalaureate completion program (notes 2 and 3)	1
Currently in an AFIT master's degree completion program (note 3)	2
Currently in an AFIT doctoral completion program (note 3)	3
Currently in an AFIT First Profession Degree Program (note 4)	4
Currently in an AFIT Second Profession Degree Program (note 4)	5
High school senior (ANG and AFRES airmen only)	6
Has a certificate as an engineer, certified public accountant, data processor, architect, teacher, or other fields meeting the education requirement for this level	7
Technical/Occupational certificate program (note 5)	8

NOTES:

1. For institutions that express credit values in other than semester or quarter hours, translate each 15 contact hours to equal 1 semester hour.
2. Applies to airmen who are enrolled in the AECP or officers enrolled in the engineering conversion program.
3. Applies to officers assigned to AFIT and enrolled in AFIT civilian institution, logistics, engineering, scholarship, or special master degree programs.
4. Applies to officers assigned to AFIT and enrolled in civilian institution scholarship, special certificates, or postdoctoral program.
5. Technical/Occupational certificate programs funded by TA will be updated by the ESC.

Attachment 3

GENERAL AREAS OF STUDY AND MAJOR ACADEMIC FIELDS

General Areas of Study

ADMIN, MGT & MIL SCI	ARTS, HUM, & EDUC	BIOLOGICAL & AGRIC SCIENCES	ENGI- NEERING	LAW	MATHE- MATICS	MEDICAL SCIENCES	PHYSICAL SCIENCES	SOCIAL SCIENCES	INTER- AREA
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Semester Hours by Major Academic Fields

3 1/3	6 2/3			3 1/3			3 Sociology	(Specializa- tions and related
Language & Communicative	Botany			Algebra			6 Psychol- ogy	Subspecial- iza-tion
Arts							3 Psychol- ogy	common to two or
3 Foreign Language							3 History	more gen- eral areas
Total	Total			Total			3 History	of study.)
6 1/3 Semester Hours	6 2/3 Semester Hours			3 1/3 Semester Hours			3 Political Science	
							Total 21 Semester Hours	

NOTE: More than 18 semester hours have been entered under the column for Social Sciences. The general area of study, therefore, is established as Social Sciences. However, none of the major academic fields listed contain the requisite number of semester hours for a major. The closest is the major academic field of Psychology, with 9 semester hours. Therefore, no major academic field is reported and the person is coded 9YYY, with an education level of F.

Attachment 4

METHODS OF OBTAINING EDUCATIONAL LEVELS

Data Items and Explanations	Data Codes
Military Service Academies	A
Bootstrap Program (Nonterminal or Terminal TDY)	B
Civilian Institution (AFIT-Sponsored)	C
Command Sponsored	D
Airman Education and Commissioning Program	E
AFROTC Educational Delay Program	F
Special Master's Degree Program (AFA graduates only)	G
Uniformed Services University of Health Sciences	H
College Senior Engineering Program (CSEP)	I
Community College of the Air Force (CCAF)	J
Educational Deferment Program	K
Minuteman Education Program	M
Civilian College (Health Professions Scholarship Program)	P
AFIT Graduate School of Engineering and Management	R
Scholarship Programs (AFI 36-2302)	S
Tuition Assistance (TA) Program	T
Veterans Administration (VA) Assistance	V
None/Not Applicable	Y
Unknown	Z