



DEPARTMENT OF THE AIR FORCE
AIR FORCE OFFICE OF SPECIAL INVESTIGATIONS
QUANTICO, VIRGINIA

29 Jan 13

MEMORANDUM FOR AFOSI INITIAL SKILLS TRAINING ELIMINEE APPLICANTS

FROM: HQ AFOSI/DP

SUBJECT: Initial Skills Training (IST) Eliminee Accession Applications for AFOSI Board

1. Air Force officers that have been eliminated from initial skills training (IST) and are interested in applying for AFOSI are required to contact **AFPC/DPSIP (DSN: 665-4191)**. AFPC/DPSIP will determine if the member is eligible for AFOSI duty prior to meeting the Air Force Retention and Reclassification board. If an IST eliminee is granted permission to compete for AFOSI, they must follow the guidance below.

2. While there is no set criterion of favorable applicant attributes, AFOSI takes note of those applicants with solid records, language capabilities and cyber/IT experience. An interview with an AFOSI sitting Commander/Special Agent-in-Charge (SAC) at any level is mandatory in the application process. This requirement may be accomplished by scheduling an appointment with the respective AFOSI Sq/Det commander or SAC assigned to the installation. The interviewing commander/SAC will document the interview on an AFOSI Form 151 and send this form directly to AFPC/DPALB1, (eldrick.link@us.af.mil).

3. Applicants for AFOSI duty must submit their packages to AFPC/ DPALB1 no later than the day prior to the announced board date. Board dates are determined on a case-by-case basis and those eligible to compete will receive a deadline. Application packages will consist of the following items (NOTE: Applicants are encouraged to send package contents loosely in a standard size folder...elaborate packaging will not enhance competitiveness):

A. "Combination" style resume consistent with Tongue & Quill (include e-mail and phone number).

B. All available active duty performance records (i.e., OPRs, EPRs, Training Eliminee Report, etc.). Drafts will not be accepted.

C. Three letters of recommendation.

D. AF Form 3849 signed by Sq/CC with typed signature blocks. Narrative format should be used to describe why the applicant was an IST eliminee, why they desire accession into the AFOSI career field, and why they are competitive.

E. Completed DLAB test with scores listed on SURF (SURF will be pulled at AFPC).

F. AFOSI Form 151 (SELECTION/NON-SELECTION FOR AFOSI ASSIGNMENT), which is forwarded by interviewing official.

G. A "Microsoft Word®" style document listing the following information in the specified format (12 pt font, Times New Roman style):

Rank/Name: Rank/Last Name, First Name

Current classification/AFSC:

Social Security Number (SSN):

Duty Station:

Duty Title:

Commissioning Source:

Commission Year:

Prior Service: (AFSC and amount of service in years, if applicable)

Foreign Language: (Any language claimed must be listed in member's SURF)

Unit/CC's Name/DSN:

Mailing Address:

E-Mail:

Phone: (cell phone is preferred)

Race/Ethnicity:

AFOSI Interview Unit: (e.g., AFOSI X FIS, AFOSI Det XXX, XXXX AFB, state)

4. After the board results are approved, AFPC/ DPALB1 will notify the applicant of the results via their unit commander. If selected, an Applicant Suitability Investigation will be conducted by the AFOSI field unit located on the respective installation. If approved, the member will be scheduled to attend a future class at the U.S. Air Force Special Investigations Academy, Glynco, GA, which is co-located with the Federal Law Enforcement Training Center. If not approved, the member will not crossflow into AFOSI and will have to reapply to the Air Force Retention and Reclassification Board. AFPC/DPALB1 will coordinate approved member's future assignment with HQ AFOSI/DP throughout the process.

5. Again, applicants must be approved to compete for AFOSI duty by AFPC/DPSIP. Please send all applicant packages to eldrick.link@us.af.mil or AFPC/ DPALB1; Attn: AFOSI Assignment Officer; 550 C Street West, A-Wing, Randolph AFB TX 78150-4735. If you have any questions about the above requirements or process, please contact Special Agent (Maj) Eldrick Link at 210-565-4457 (DSN is 665).



MICHAEL A. CLEVELAND, GS-15, DAF
Director of Personnel