



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR RESERVE PERSONNEL CENTER**

ARPCM 16-33  
16 November 2016

**MEMORANDUM FOR ALL MILITARY PERSONNEL**

**FROM:** HQ ARPC/DPA  
18420 E Silver Creek Ave  
Buckley AFB, CO 80011

**SUBJECT:** CY17 Air Force Reserve (AFR) Developmental Education (DE) Selection Board Key Milestones and Dates

1. Headquarters Air Reserve Personnel Center, Buckley AFB, Colorado will convene *four* competitive DE selection boards at the Headquarters, Air Reserve Personnel Center (ARPC), Buckley AFB, Colorado for calendar year (CY) 2017 IAW the CY17 AFR Force Development Board Schedule released in ARPCM 16-30.
2. Each attachment outlines key dates and milestones for each convening selection board. Units are highly encouraged to define internal key dates/suspenses in order to ensure the maximum participation from AFR members in applying for and meeting these boards.
3. It is a reasonable expectation that all boards will convene and adjourn per the schedule, and results publicly released within 4-6 weeks after the board convenes. Tentative dates for the board out-brief, close-hold, and public release dates are indicated. However, these dates are likely to change. Notifications will be disseminated to the field when dates are confirmed.
4. All members, raters, and Military Personnel Functional organizations should be familiar with the eligibility criteria and process for submitting applications for DE courses. Additional details can be found in the *Invitation to Apply* associated with each convening board, which is released to the field upon initiation of each application cycle. For questions relating to the AFR School Selection Board process, please consult the Invitation to Apply instructions associated with each board first.
5. The action office for the DE process is HQ ARPC/DPAF. This office is contacted through the Total Force Service Center at 210-565-0102, DSN 665-0102, or by email at [arpc.dpaf@us.af.mil](mailto:arpc.dpaf@us.af.mil).

**MICHAEL P. BURNS, Colonel, USAF**  
Director of Assignments

- 4 Attachments:
1. RSSB-A Milestones
  2. EDEB Milestones
  3. RSSB-B Milestones
  4. RDEDB Milestones

**Attachment 1**

**RSSB-A MILESTONES**

<b>MILESTONES</b>	<b>CY17A Reserve School Selection Board (RSSB) (Class start dates begin June 2017)</b>
Invitation to Apply posted on myPers & ARPC websites <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 4 November 2016
Application available in vPC <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 4 November 2016
30-day reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 9 December 2016
Final reminder to all members with an application still in coordination in vPC	Tuesday, 3 January 2017
<b>Application Deadline &amp; Data Cut-Off</b> <i>- Normally 30 days prior to School Board Convening Date</i> 1. All applications must be submitted to ARPC via vPC 2. Applicants' records must be current/updated in MilPDS/ARMS/PRDA by this date to ensure most current/correct data is seen by the board	<b>1630 MT</b> <b>Monday, 9 January 2017</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 10 January 2017
<b>School Board Convening Dates</b>	<b>6-10 February 2017</b>
AF/RE Out-Brief (Tentative) <i>- Normally 3 weeks post-board</i>	Friday, 3 March 2017
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 8 March 2017
Public Release (Tentative) <i>- Normally 2 days post-Close Hold Release</i> <i>- Results posted to myPers &amp; ARPC websites</i> <i>- Individual notification letter sent to all members who met the board</i>	Friday, 10 March 2017

Additional details for this school board can be found at:

[https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/14251/p/16,17/c/549](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/14251/p/16,17/c/549)

**Attachment 2**  
**EDEB MILESTONES**

MILESTONES	CY18 Enlisted Developmental Education Board (EDEB) (Class start dates begin January 2018)
Invitation to Apply posted on myPers & ARPC websites <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 3 February 2017
Application available in vPC <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 3 February 2017
30-day reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 17 March 2017
Final reminder to all members with an application still in coordination in vPC	Friday, 7 April 2017
<b>Application Deadline &amp; Data Cut-Off</b> <i>- Normally 30 days prior to School Board Convening Date</i> 1. All applications must be submitted to ARPC via vPC 2. Applicants' records must be current/updated in MilPDS/ARMS/PRDA by this date to ensure most current/correct data is seen by the board	<b>1630 MT</b> <b>Monday, 17 April 2017</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 18 April 2017
<b>School Board Convening Dates</b>	<b>15-19 May 2017</b>
AF/RE Out-Brief (Tentative) <i>- Normally 3 weeks post-board</i>	Friday, 9 June 2017
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 14 June 2017
Public Release (Tentative) <i>- Normally 2 days post-Close Hold Release</i> <i>- Results posted to myPers &amp; ARPC websites</i> <i>- Individual notification letter sent to all members who met the board</i>	Friday, 16 June 2017

Additional details for this school board can be found at:

[https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/18724/p/16,18/c/549](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/18724/p/16,18/c/549)

**Attachment 3**

**RSSB-B MILESTONES**

<b>MILESTONES</b>	<b>CY17B Reserve School Selection Board (RSSB) (Class start dates begin September 2017)</b>
Invitation to Apply posted on myPers & ARPC websites <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 31 March 2017
Application available in vPC <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 31 March 2017
30-day reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 12 May 2017
Final reminder to all members with an application still in coordination in vPC	Friday, 2 June 2017
<b>Application Deadline &amp; Data Cut-Off</b> <i>- Normally 30 days prior to School Board Convening Date</i> 1. All applications must be submitted to ARPC via vPC 2. Applicants' records must be current/updated in MilPDS/ARMS/PRDA by this date to ensure most current/correct data is seen by the board	<b>1630 MT</b> <b>Monday, 12 June 2017</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 13 June 2017
<b>School Board Convening Dates</b>	<b>10-14 July 2017</b>
AF/RE Out-Brief (Tentative) <i>- Normally 3 weeks post-board</i>	Friday, 4 August 2017
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 9 August 2017
Public Release (Tentative) <i>- Normally 2 days post-Close Hold Release</i> <i>- Results posted to myPers &amp; ARPC websites</i> <i>- Individual notification letter sent to all members who met the board</i>	Friday, 11 August 2017

Additional details for this school board can be found at:

[https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/14251/p/16,17/c/549](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/14251/p/16,17/c/549)

**Attachment 4**  
**RDEDB MILESTONES**

<b>MILESTONES</b>	<b>AY19 Reserve Developmental Education Designation Board (RDEDB) (Class start dates begin May 2018)</b>
Invitation to Apply posted on myPers & ARPC websites <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 7 July 2017
Application available in vPC <i>- Normally 3 months prior to School Board Convening Date</i> <i>- Intended to be available for 3 UTAs</i>	Friday, 7 July 2017
30-day reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 18 August 2017
Final reminder to all members with an application still in coordination in vPC	Friday, 8 September 2017
<b>Application Deadline &amp; Data Cut-Off</b> <i>- Normally 30 days prior to School Board Convening Date</i> 1. All applications must be submitted to ARPC via vPC 2. Applicants' records must be current/updated in MilPDS/ARMS/PRDA by this date to ensure most current/correct data is seen by the board	<b>1630 MT</b> <b>Monday, 18 September 2017</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 19 September 2017
<b>School Board Convening Dates</b>	<b>23-27 October 2017</b>
AF/RE Out-Brief (Tentative) <i>- Normally 3 weeks post-board</i>	Friday, 17 November 2017
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 29 November 2017 (Adjusted by 1 week due to Thanksgiving Holiday)
Public Release (Tentative) <i>- Normally 2 days post-Close Hold Release</i> <i>- Results posted to myPers &amp; ARPC websites</i> <i>- Individual notification letter sent to all members who met the board</i>	Friday, 01 December 2017 (Adjusted by 1 week due to Thanksgiving Holiday)

Additional details for this school board can be found at:  
[https://gum-crm.csd.disa.mil/app/answers/detail/a\\_id/14250](https://gum-crm.csd.disa.mil/app/answers/detail/a_id/14250)