

LT COL KCJ APPLICATION COVERSHEET

****ONLY COMPLETED APPLICATION PACKAGES WILL BE ACCEPTED****

Today's Date:	K-J Vacancy ID	Current Status
Last Name, First, MI	Rank	LAST 4 SSN
Work Email	Personal Email	

INITIALS

ALL: I understand that I am applying for a Key and Joint (K-J) position, with a term of 3 years. If selected, I understand that I must vacate the position upon completion of the 3 year term.

ALL: I do not currently have an MEB pending and am unaware of any physical condition preventing me from entering this period of time.

Majors Only: I certify that I have / have not been selected for promotion to the next higher grade. Number of times not selected (if applicable): _____. If selected for promotion to a higher grade while assigned to this position, I will be permitted to pin on while assigned to the current grade position.

Lt Cols: If selected for promotion to a higher grade while assigned to my current grade position, I must vacate the position within 6 months of my promotion effective date (PED) or I will be transferred to the IRR. I understand the the position will not be upgraded for the purpose of allowing me to pin on.

ALL: For all inquires regarding your application contact RIO Detachment 7 at (202) 767-3080

I certify that my application is complete and is submitted as one (1) PDF file, in the order listed above

SIGNATURE (INK or DIGITAL CAC)

DATE

The below attachments are required and must be included and submitted through myPers in the order listed as a single PDF file; applications not in this order will not be considered.

- AF Form 1288, Application for Ready Reserve Assignment (Commander must include current Fitness Assessment in remarks)
- Military Biography
- Resume of military and civilian experience (no more than 2 pages recommended)
- Career Data Brief
- Last 5 OPRs, must submit in order starting with the most recent report first
- ARCNet Report
- AFFMS II Results (All pages)
- Letter(s) of Recommendation (optional). If included, must be signed, ink or digital CAC & dated (Limit 5 per application)
- K-J SOU
- Flight History Report and Individual Data Summary (Current & previous Rated AFSCs only)

Applications MUST be submitted via MyPERS, in the order listed above.