



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR RESERVE PERSONNEL CENTER

ARPCM 18-26  
3 October 2018

MEMORANDUM FOR ALL MILITARY PERSONNEL

FROM: HQ ARPC/DPA  
18420 E. Silver Creek Avenue  
Buckley AFB CO 80011

SUBJECT: CY19 Air Force Reserve Developmental Education (DE) Board Key Milestones and Dates

1. Headquarters Air Reserve Personnel Center (HQ ARPC) will convene *four* competitive DE boards during calendar year (CY) 2019 IAW the CY19 AFR Force Development Board Schedule released in ARPCM 18-23.
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. 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.
5. The action office for the DE process is HQ ARPC/DPAF. This office is contacted through the Total Force Service Center at 1-800-525-0102 or email at [arpc.dpaf@us.af.mil](mailto:arpc.dpaf@us.af.mil).

JENA L. SILVA, 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

MILESTONES	CY19A Reserve School Selection Board (RSSB) (Class start dates begin June 2019)
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, 2 November 2018
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, 2 November 2018
1 month reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 30 November 2018
Final reminder to all members with an application still in coordination in vPC (~10 days prior to cut-off)	Friday, 28 December 2018
<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, 7 January 2019</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 8 January 2019
<b>School Board Convening Dates</b>	<b>4 – 8 February 2019</b>
AF/RE Out-Brief (Tentative) <i>- Normally 3 weeks post-board</i>	Friday, 1 March 2019
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 6 March 2019
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, 8 March 2019

Additional details for this school board can be found at:

[https://mypers.af.mil/app/answers/detail/a\\_id/14251/p/16,17/c/549/p/16,17/c/549](https://mypers.af.mil/app/answers/detail/a_id/14251/p/16,17/c/549/p/16,17/c/549)

## Attachment 2

## EDEB MILESTONES

MILESTONES	CY20 Enlisted Developmental Education Board (EDEB) (Class start dates begin January 2021)
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, 1 February 2019
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, 1 February 2019
1 month reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 1 March 2019
Final reminder to all members with an application still in coordination in vPC (~10 days prior to cut-off)	Friday, 29 March 2019
<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, 8 April 2019</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 9 April 2019
<b>School Board Convening Dates</b>	<b>14 - 18 May 2019</b>
AF/RE Out-Brief (Tentative) <i>- Normally 3 weeks post-board</i>	Friday, 7 June 2019
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 12 June 2019
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, 14 June 2019

Additional details for this school board can be found at:

[https://mypers.af.mil/app/answers/detail/a\\_id/18724/p/16,18/c/549](https://mypers.af.mil/app/answers/detail/a_id/18724/p/16,18/c/549)

## Attachment 3

## RSSB-B MILESTONES

MILESTONES	CY19B Reserve School Selection Board (RSSB) (Class start dates begin September 2019)
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, 5 April 2019
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, 5 April 2019
1 month reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 3 May 2019
Final reminder to all members with an application still in coordination in vPC (~10 days prior to cut-off)	Friday, 7 June 2019
<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 June 2019</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 18 June 2019
<b>School Board Convening Dates</b>	<b>15 – 19 July 2019</b>
AF/RE Out-Brief (Tentative) <i>- Approximately 3 weeks post-board</i>	Friday, 5 August 2019
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 14 August 2019
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 August 2019

Additional details for this school board can be found at:

[https://mypers.af.mil/app/answers/detail/a\\_id/14251/p/16,17/c/549/p/16,17/c/549](https://mypers.af.mil/app/answers/detail/a_id/14251/p/16,17/c/549/p/16,17/c/549)

## Attachment 4

## RDEDB MILESTONES

MILESTONES	AY20-21 Reserve Developmental Education Designation Board (RDEDB) (Class start dates begin May 2020)
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, 12 July 2019
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, 12 July 2019
1 month reminder of application deadline via myPers message, NOTAM and ARCnet Message	Friday, 6 September 2019
Final reminder to all members with an application still in coordination in vPC (~10 days prior to cut-off)	Friday, 20 September 2019
<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, 30 September 2019</b>
ARPC/DPAF begins quality check of applications and data pull of applicants' records from MilPDS	Tuesday, 1 October 2019
<b>School Board Convening Dates</b>	<b>28 October – 1 November 2019</b>
AF/RE Out-Brief (Tentative) <i>- Normally 3 weeks post-board</i>	Friday, 22 November 2019
Close-Hold Release (Tentative) <i>- Normally 5-7 days post-out brief</i>	Wednesday, 4 December 2019 (Adjusted for the 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, 6 December 2019 (Adjusted for the Thanksgiving Holiday)

Additional details for this school board can be found at:

[https://mypers.af.mil/app/answers/detail/a\\_id/14250/p/16,17/c/549](https://mypers.af.mil/app/answers/detail/a_id/14250/p/16,17/c/549)