



# AFR Developmental Education FAQs

Updated: 7 November 2023



U.S. AIR FORCE

**\*\*For all technical issues within the MyVector application, please submit a help ticket using the tab in the upper right-hand corner of MyVector**

## 1. When can I submit my application?

Applications may be submitted in MyVector based on the milestones schedule published on the Force Development page.

## 2. How do I apply for courses?

Through MyVector application

- Log into MyVector to access the "Reserve DE Applicant Dashboard".
- If you are eligible for an upcoming RDE Board; you can access the Dashboard via MyVector.
- A notification will be displayed on your MyVector Dashboard. Clicking on the link will navigate you to the Reserve DE Applicant Dashboard. You will also receive an email on the application start date.
- On the Reserve DE Application Dashboard, you will be able to view the boards you are eligible for. You can start the application by clicking on "Start Application".
- Once inside the application, simply follow the information provided.

**NOTE: Read the current Invitation to Apply (ITA) for eligibility and course requirements. The ITA can be found in two locations:**

- ARPC website (on the Force Development page).

## 3. What are the requirements I must meet in order to apply?

General eligibility requirements are:

- Current and passing fitness assessment.
  - Only the myFitness "Fitness Tracker Report", in PDF format is accepted.
- "At least 50 participation points within the last 5 years."
  - Waivers are accepted.
- MSD (review the Invitation to Apply for course specific MSDs).
- Meet the TFCSDB requirements (review the RSSB/RDEDB Invitation to Apply for course specific TFSCDBs).
- Meet HYT requirements (review the EDEB Invitation to Apply for course specific HYT)
- Meet applicable course prerequisites.
- No current UIF or pending retirement.

## 4. What should I write in my justification?

- All comments must be written in clear concise bullet format (1500 character limit) rather than paragraph form. Justification should include applicant's desire to attend specific course(s) and address potential for academic success, potential as a Reserve ambassador, future leadership potential, and assessment of AFR's Return on Investment from course attendance (these are not mandatory headers, they're provided as guidance).

**5. Do I have to have a current ODP/EDP to apply?**

- No, however updated/current ODP/EDP information allows the education board panel members to be in lock-step with the applicants goals and with the goals set forth by the applicant's Career-Field Functional Manager (CFM).
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**6. Do I have to be on the KPL to apply?**

- No, however, developmental education board members do take into account this element when grading the application. This is just another piece of the "whole person concept".

**7. What can a waiver be submitted for and does the waiver have to be approved before I can submit? If so, who is the approval authority for waivers?**

- Waiver templates are located on the Force Development page.
- Waivers may be submitted for any requirement that may deem an applicant ineligible.
- Waivers are due to ARPC at the time of application.
- Waivers must be signed by each coordinator in the chain of command and will be attached to the application in MyVector.
- Waivers may be submitted for the following (this listing is not all inclusive):
  - Insufficient Participation Points (less than 50 points within the last 5 yrs).
  - MSD/TFSCD/HTY.
  - AGR Time on Station.
  - Non-Current Fitness (AFFMS II) Report.

**NOTE: The board president is the approval authority for all waivers.**

**8. I'm a PIRR member, am I eligible to apply?**

- PIRR members are eligible to apply for RSSB and EDEB only. If selected, the member will attend in points only status and will be responsible for all costs incurred.

**9. I'm an ANG member, am I eligible to apply?**

- ANG members are not eligible to apply under the Air Force Reserve's developmental education process.

**10. I'm a VLPAD member, am I eligible to apply?**

- VPLAD members are eligible to apply as long as they have an established tour end date and an approved/signed AF Form 1288 attached to the application in MyVector.

**11. Where/Who does my application route to after I've submitted it?**

- For the most part, routing will follow the evaluation routing chain. For more specific routing guidance, refer to the applicable Invitation to Apply as there are some routing differences between each of the boards (RDEDB, RSSB, and EDEB).

**12. How does my sister service (or non-Air Force Civilian) rater (or Senior Rater) coordinate on my application?**

**In MyVector:**

Go to the MyVector website.

Click on "Sign Up".

On the registration page choose the application option then click "Register"

Input all of the requested information and submit

**NOTE: All coordinators must have a MyVector account.**

**13. How do I track my application?**

Through MyVector :

- Log into MyVector to access the "Reserve DE Applicant Dashboard
- On the Reserve DE Application Dashboard you will be able to view the boards you applied

**14. How many slots are available for each school?**

- Quotas for each course will be listed in the course description attachments of each Invitation to Apply and vary year to year.

**15. Who do I contact if I need assistance with my application?**

- ARPC/DPAF. The fastest way to communicate with ARPC/DPAF is via submitting a myVector help ticket

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**16. How do I withdraw my application?**

- Applicants must submit a MyVector ticket request to withdraw applications that are in "Coordination" status or that are with ARPC.
- Applications that have not been submitted may be cancelled by the applicant at anytime.

**17. When are the school board results posted?**

- Tentative release dates are listed in the milestones document located on MyVector. Generally, results are released 2 ½-3 months after the application deadline, once the board meets and AF/RE approves the results.

**18. I was selected for a course, but I can't attend. What are my options?**

- Submit a withdrawal memorandum with your respective chain of commands approval to ARPC/DPAF via the applicable email (arpc.dpaf.rsb@us.af.mil; arpc.dpaf.rdedb@us.af.mil; or arpc.dpaf.edeb@us.af.mil). The justification must be based on humanitarian, personal hardship, and/or operational purposes in order to be considered for a "withdrawal without prejudice".
- There is a one-year academic deferment option for RDEDDB selects only. Submit a deferment memorandum in the same manner as a withdrawal request.

**19. What if I'm withdrawn with prejudice from a course?**

- Selects withdrawn "with prejudice" may be precluded from applying to courses in the future.

**20. How does the funding process work for RDEDDB boarded courses?**

- All DE in-residence courses boarded through the RDEDDB are centrally-funded by HQ AFRC. TRs, IMAs, and ARTs (attending in military status) will be placed on a Reserve Personnel Appropriation (RPA) School Tour with authorized PCS

entitlements. ART members who attend in civilian status will be funded by unit O&M funds. ARPC IS NOT the POC for funding issues nor is AFRC/A1KO. Funding for orders will be reflected within the Budget Reporting System (BRS) at the appropriate servicing FM, at the appropriate time following the public release of school board results and notification to the selectees.

**21. How does the funding process work for the RSSB & EDEB short courses?**

TRs/IMAs and ARTs in military status	Course and travel are centrally funded as Reserve Personnel Appropriation (RPA)
ARTs in civilian status	Course and travel are unit O&M funded
Unit AGRs	Course and travel are unit O&M funded
HQ AGR	Course and travel are centrally funded as O&M/ SF 182 Required

**22. If selected for a course, how does the orders process work?**

**RDEDB:** Once funding has been requested and reflected in BRS; TR, IMA, and ART members must have orders processed according to local processes. AGR members will receive their orders from ARPC/DPAA. HQ AFRC/A1KO will issue the training line numbers (TLNs) which will contain the report-no-earlier-than date (RNETD), and a report- no-later-than date (RNLTD) for their respective schools.

**RSSB:** Once funding has been requested and reflected in BRS; TR, IMA, AGR and ART members must have orders processed according to local processes.

**23. When are Training Line Numbers Processed by A1KO?**

- RSSB/ NLT 45 days before class start date.
- RDEDB/ NLT 120 days before class start date.

**24. If selected for a course, how many travel days do I get to arrive at my respective course?**

- All students will be provided the requisite amount of travel days to their respective school IAW the Joint Travel Regulations (JTR) and if appropriate, will have the ability to take permissive TDY (PTDY) for house-hunting upon arrival at their school location.

**25. Will I receive PCS entitlements for IDE/SDE in-residence courses?**

- Depending on the type and length of the course, additional entitlements may be authorized. For related counseling, selects should contact TMO at their local installation.

**26. How do I apply for In-Residence Equivalency Credit (EC)?**

- All Equivalency Credit inquiries should be directed to Maj Paul Hizon, AFRC/REP Chief, Force Development at paul.hizon.2@us.af.mil.