

Civilian Developmental Education (CDE) Nomination Handbook



Current as of 21 March 2016

Table of Contents

Overview	4
CDE Academic Year Timeline	5
Intermediate Developmental Education (IDE) Nomination Criteria	6
Basic Eligibility.....	6
Highly Preferred.....	6
IDE Declination Policy.....	6
Senior Developmental Education (SDE) Nomination Criteria	7
Basic Eligibility.....	7
Highly Preferred.....	7
SDE Declination Policy.....	7
CDE Programs/Grade Eligibility	8
Civilian Developmental Education (CDE) Nomination Procedures Guidelines	10
Intermediate Developmental Education (IDE) Operational Portfolio.....	13
Senior Developmental Education (SDE) Operational Portfolio.....	13
Strategic Leadership Education I and II Programs.....	14
Submission Process	15
Selection Process	17
Tentative Academic Year Quotas	18
Basic Developmental Education (BDE).....	18
Intermediate Developmental Education (IDE).....	18
Senior Developmental Education (SDE).....	18
CDE Programs	20
Basic Developmental Education (BDE)	20
Civilian Acculturation Leadership Training (CALT).....	20
Defense Civilian Emerging Leader Program (DCELP).....	21
Squadron Officer School (SOS).....	22
Education with Industry (EWI).....	22
Intermediate Developmental Education (IDE)	23
Air Command and Staff College-Online Master’s Program (ACSC-OLMP).....	23
Air Command and Staff College (ACSC) In Residence.....	24

Executive Leadership Development Program (ELDP).....	24
Air Force Legislative Fellows Program (LEGIS).....	25
Air Force National Laboratories Technical Fellowship Program (AFNLTFP).....	25
Academic Programs (Master’s Degree, Harvard, Princeton, AFIT).....	25
<u>Senior Developmental Education (SDE)</u>	26
AY18 – Defense Senior Development Program (DSLDP).....	26
The Dwight D. Eisenhower School for National Security and Resource Strategy...27	
The Dwight D. Eisenhower School for National Security and Resource Strategy	
Senior Acquisition (ES-SA).....	28
Air War College (AWC).....	28
RAND Fellowship.....	29
Excellence in Government (EIG).....	29
Air Force National Laboratories Technical Fellowship Program (AFNLTFP).....	30
Academic Programs (Master’s Degree, Harvard, Princeton, AFIT).....	31
National War College (NWC).....	31
Information Resource Management College (IRMC) – Cyberspace Strategies	
Program.....	32
Strategic Leadership Education I (STRAT I).....	33
Strategic Leadership Education II (STRAT II).....	33
<u>CDE Selection Criteria</u>	34
<u>CDE Measures of Merit</u>	35
<u>CDE Application Package Requirements</u>	36
<u>Civilian Developmental Education (CDE) Mobility Agreement</u>	38
<u>Civilian Developmental Education (CDE) Resume Format</u>	39
<u>Master’s Degree Application Form</u>	41
<u>Graduate Record Examination and Graduate Management Admission Test Requirements</u>	42
<u>Sample Waiver Letter for CDE Programs</u>	43
<u>Civilian Development Education Waiver Request</u>	43
<u>Air Force Civilian Leadership Development Continuum</u>	44
<u>Career Field Team (CFT) Telephone Listing</u>	45
<u>Acronym List</u>	46
<u>References</u>	47

Overview

The development and leadership programs offered through CDE prepare future leaders with the skills to meet both corporate Air Force and functional leadership requirements. This is accomplished by selecting the right person at the right time for the right training and putting that training to work in an appropriate follow-on assignment. We must encourage civilians to continue in self-development as the Air Force works to increase the leadership potential of our most important resource—our people.

Civilians wishing to compete for CDE opportunities have until 1 May to submit their nomination online through myPers. Eligible applicants for this call are defined as Department of the Air Force (DAF) civilians in permanent appropriated positions only, and does not apply to 1) Employees in TERM, TEMPORARY or INDEFINITE/MILITARY SPOUSE appointments; 2) Non-appropriated Funds (NAF) and Federal Wage Grade (WG, WL, WS) employees; or 3) Enlisted or Officer Air Reserve Technicians (ARTs) and dual-hatted Air National Guard. Nominations will not be accepted through other avenues and must be submitted by the individual. The Force Support Squadron will provide their civilian customer specific local guidance and policy on internal due dates. The CDE program and nomination information is on the myPers website by [clicking here](#). All employees who meet basic eligibility may apply to a CDE program. NOTE: Employees in the career field teams (CFTs) listed below may require a Transition - Civilian Development Plan (T-CDP) or Civilian Development Plan (CDP) or Development Plan (DP) on file prior to applying to some CDE programs. Employees will contact their CFT (page 46) for specific guidance on the program(s) they wish to apply for, and whether a T-CDP, CDP or DP is required.

Intelligence

International Affairs

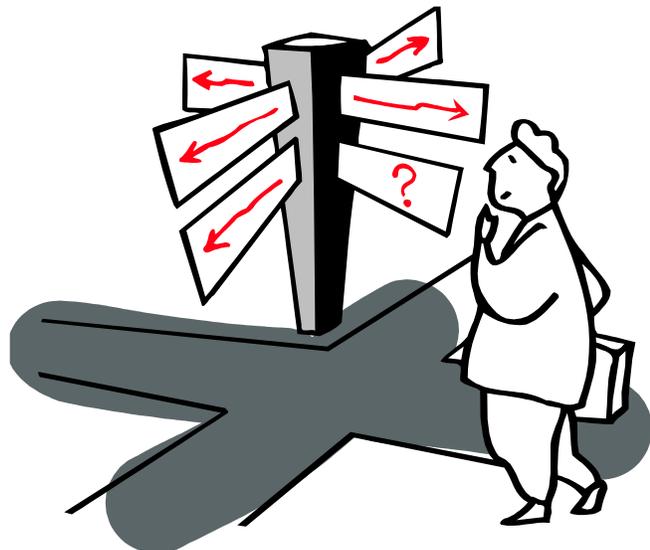
Program Management

Safety

Science and Engineering

Special Investigations

Weather



CDE Academic Year Timeline

CDE Call for Nominations	1 March
Nominations Due to AFPC/DP2LWD	1 May
Functional Development Team Review	May – August
CDE Selection Board	September
Developmental Education Designation Board (DEDB) Review/Approve CDE Results	October (may vary)
CDE Selections Announced	October – November

Intermediate Developmental Education (IDE) Nomination Criteria

Basic Eligibility:

- Permanent GS-12 or GS-13 or equivalent (Exception: Education with Industry (EWI) is open to GS-11 and equivalent and ACSC Online Master's is open to GS-14 with a waiver)
- Minimum of two years of Air Force civil service by 1 May (of that year's nomination due date)
- Bachelor's degree from an accredited institution (Exceptions: Air Force Legislative Fellows (LEGIS) and Air Force National Labs both require Master's degrees)
- Mobility agreement required for IDE attendance and outplacement (Exceptions: Executive Leadership Development Program (ELDP), EWI, and ACSC Online Master's and ACSC in residence programs).
- Appropriate security clearance
- Meet individual school or program requirements

Highly Preferred:

- Completion of Squadron Officer School (SOS) by any method
- Prior geographic or organizational mobility desired

IDE Declination Policy:

Per AFI 36-2301, 16 Jul 10, para 18.1, all declinations must be reported to AFPC/DP2LWD immediately. If a member declines once designated for Developmental Education (DE) attendance by the Developmental Education Designation Board (DEDB), there is no further opportunity to compete, for resident CDE attendance at the same level. Exception: In special circumstances, a member can submit a waiver request to AFPC/CC.

In accordance with AFI 36-401, Employee Training & Development, individual's selected into long term training programs (e.g. AWC, ELDP, EIG) will be required to sign a Continued Service Agreement agreeing to continue working for the federal government for three to five years after program completion. Additionally, individuals may be required to reimburse the Air Force for training costs for failure to complete a program due to circumstances within the employee's control.

Senior Developmental Education (SDE) Nomination Criteria

Basic Eligibility:

- Permanent GS-14 or GS-15 or equivalent (Exception: Strategic Leadership Level II is only open to GS-15 and equivalent)
- Minimum of two years of Air Force civil service by 1 May (of that year's nomination due date)
- Must have completed intermediate or senior level PME by any method
- Waivers are accepted for TIS and PME for STRAT I & II
- Bachelor's degree from an accredited institution (Exceptions: Excellence in Government (EIG), RAND, and Air Force National Labs all require Master's degrees)
- Mobility agreement is required for SDE attendance and outplacement (Exception: EIG and all Strategic Leadership courses)
- Appropriate security clearance
- Meet individual school or program requirements

Highly Preferred:

- Experience in two or more specialties or disciplines
- Prior geographic or organizational mobility

SDE Declination Policy:

Per AFI 36-2301, 16 Jul 10, para 18.1, All declinations must be reported to AFPC/DP2 immediately. If a member declines once designated for Developmental Education (DE) attendance by the Developmental Education Designation Board (DEDB), there is no further opportunity to compete for resident CDE attendance. A **lifetime penalty** will be imposed. Exception: In special circumstances, a member can submit a waiver request to AFPC/CC.

In accordance with AFI 36-401, Employee Training & Development, individual's selected into long-term training programs (e.g. AWC, ELDP, EIG) will be required to sign a Continued Service Agreement essentially agreeing to continue working for the federal government for three to five years after program completion. Additionally, individuals may be required to reimburse the Air Force for training costs for failure to complete a program due to circumstances within the employee's control.

The standard service commitments for CDE are as follows:

- Short-term Executive Development: 1 year
- Long-term programs less than \$40,000: 3 years
- Long-term programs between \$40,000 and \$59,999: 4 years
- Long-term programs \$60,000 or more: 5 years

CDE Programs/Grade Eligibility

BDE GS-7 through 13	IDE GS-12 through 13	SDE GS-14 through 15
Squadron Officer School (SOS) GS-9 through GS-12	Air Command and Staff College (ACSC) In residence	Air War College (AWC) In residence
Civilian Acculturation Leadership Training (CALT) GS-7 through GS-13	Air Command and Staff College- Online Master’s Program (ACSC- OLMP) EXCEPTION: GS-14 may apply with a waiver	National War College (NWC)
Defense Civilian Emerging Leader Program (DCELP) GS-7 through GS-11	Executive Leadership Development Program (ELDP)	Dwight D. Eisenhower School for National Security & Resource Strategy (ES)
Education with Industry (EWI) GS-11 through GS-13	Air Force Legislative Fellows (LEGIS)	Dwight D. Eisenhower School for National Security & Resource Strategy (ES) Senior Acquisition Course (SAC)
	Air Force National Laboratories Technical Fellowship Program (AF- NLTFP)	Information Resources Management College (IRMC) Cyberspace Strategies GS-15 Only
	Master’s Degree	Defense Senior Leader Development Program (DSLDP)

BDE GS-7 through 13	IDE GS-12 through 13	SDE GS-14 through 15
	Air Force Institute of Technology (AFIT)	RAND Fellowship Program EXCEPTION: GS-15 may apply with a waiver
	AFIT School of Advanced Nuclear Deterrence Studies (SANDS)	Air Force National Laboratories Technical Fellowship Program (AF- NLTFP)
	Harvard JFK School of Government	Excellence in Government (EIG)
	Public Policy Program, Princeton Woodrow Wilson School of Public and International Affairs	Master's Degree
		Air Force Institute of Technology (AFIT)
		Alfred P. Sloan Fellows, MIT Sloan School of Management
		Harvard JFK School of Government
		Public Policy Program, Princeton Woodrow Wilson School of Public & International Affairs
		Stanford Sloan Program, Stanford Graduate School of Business
		Strategic Leadership Education Level (STRAT) I or II -Short Courses EXCEPTION: STRAT II GS-15 only

Civilian Developmental Education (CDE) Nomination Procedures

Guidelines

All eligible employees are encouraged to apply. Commanders and managers are responsible for identifying and recommending quality candidates.

1. Supervisor and managers should apply the following when nominating an individual:
 - a. **Selection criteria** – the whole person concept – describes factors to be used in reviewing the applications
 - b. **Air Force Civilian Leadership Development Continuum** recommends most appropriate development activity for career stage.

The CDE Board makes selections for the intermediate and senior development portfolio programs listed on the following page.

The functional development team or Career Field Team makes selections for all other CDE programs (i.e., SOS, CALT, EWI, DCELP, and ACSC-OLMP).

Air Force civilian employees, in permanent appropriated positions, who meet basic eligibility requirements, can apply. Employees in temporary, term, or indefinite/military spouse, Non-appropriated Funds, Wage Grade or Enlisted or Officer Air Reserve Technicians and dual-hatted Air National Guard positions are ineligible.



Each school or program has separate application and acceptance requirements, with the exception of AWC, ACSC in-residence and Strategic Leadership Education programs. If nominating for DCELP, employee must include the DCELP application in their CDE nomination. For other programs requiring a separate application (i.e., ELDP, EIG, DSLDP, Eisenhower School, etc.), do NOT include the specific school application with the CDE nomination. If selected by the CDE Board, AFPC will contact the employee for further application submission deadline(s).

It is the candidate's responsibility to ensure they meet the school/program requirements (i.e., if applying for the Master's Program, provide the school's acceptance letter).

Selection is not final until the candidate is accepted by the school/program.

Attendance at an academic, long-term training program other than PME is limited to once in a career.

2. When reviewing a candidate's package, program placement is recommended by the endorser and the development team. Final program selection resides with the CDE Board. While candidates may indicate a preference for a specific program or course, **nominees must be willing to attend other programs or courses within the same panel area.**

If a nominee is selected by the board for a course outside of the panel area for which endorsed (i.e., PME, Experiential or Academic panels), the endorsing official will be contacted and asked to consult with the nominee. After consulting with the nominee, the endorsing official will notify the Air Force Personnel Center, Leadership Development Office (AFPC/DP2LWD) of concurrence/non-concurrence.

3. Nominees will submit, as a minimum, the following documents to their chain of command, within the prescribed suspense date:
 - a. [AF Form 4059](#), Air Force Civilian Competitive Development Nomination Form. The form is available on the [Air Force Forms web site](#). Individuals may select up to four-program preferences and CSLP in paragraph two of the AF Form 4059. The following information is required and should not exceed the space provided on the form:
 - (1) The employee's statement must include short-term (next assignment) and long-term (assignment in next 5 years) career goals, examples of how the developmental activity will enhance those goals, and relevance to Air Force mission needs.
 - (2) The endorsing official's statement is critical to a successful application. The endorsing official must be the installation commander, or first Senior Executive Service (SES) or general/flag officer (GO) in the employee's chain of command. (Exceptions: CALT, DCELP, SOS, ACSC-OLMP each require GS-15/colonel level endorsement)

(3) Endorser's have the option of recommending programs other than those requested by the nominee. The endorser's statement must address the candidate's potential for management and leadership positions, provide a detailed explanation of how the candidate's participation in the developmental activity will provide the Air Force with a long-term return-on-investment, and clearly identify a realistic follow-on assignment appropriate to the developmental activity. This post-developmental plan may involve increased or expanded responsibilities in the current position, a new assignment within or outside the organization, or a permanent change of station (PCS) to another duty location.

b. Résumé – 3 pages maximum ***must*** use **CDE format**

c. Other documents may be required depending on the program

- Signed **Mobility Agreement** - (Exception: CALT, DCELP, SOS, ACSC in-residence, ACSC-OLMP, EWI, ELDP, EIG, and Strategic Leadership Education Programs)
- **Master's application form** if applying for a Master's program
- Letter of Acceptance from AFIT if applying for AFIT program
- GRE/GMAT scores if applying for a Master's program
- Transcripts if applying for a Master's program
- BDE Level **waiver request** (if requesting waiver to 2 year Air Force Civil Service at any level:
 - a. and/or more than 5 years continuous federal service (CALT)
 - b. and/or more than 10 years of civil service (DoD component) (DCELP)
- IDE Level **waiver request** (if requesting waiver to 2 year Air Force Civil Service at any level)
 - a. and/or with no less than 5 years and no more than 14 years of federal service (Military and civilian combined) (EWI)
 - b. and/or GS-14 applying for ACSC-OLMP
- SDE Level **waiver request** (if requesting waiver for lack of PME at the SDE level, or lack of 2 years Air Force Civil Service and/or GS-15 applying to RAND)

Intermediate Developmental Education (IDE) Operational Portfolio

PME Panel

- Air Command and Staff College (ACSC)
- Air Force Legislative Program (LEGIS)
- Air Force National Laboratories Technical Fellowship Program (AFNLTFP)

Experiential Panel

- Executive Leadership Development Program (ELDP)

Academic Panel

- Air Force Institute of Technology (AFIT)
- Harvard JFK School of Government
- Princeton – Public Policy Program
- Master’s Degree

Senior Developmental Education (SDE) Strategic Portfolio

PME Panel

- Air War College (AWC)
- The Dwight D. Eisenhower School for National Security and Resource Strategy (ES)
- The Dwight D. Eisenhower School for National Security and Resource Strategy Senior Acquisition (ES-SAC)
- Defense Senior Leader Development Program (DSLDP) Note: Applications are being taken for **AY18** DSLDP (If this is the only program the employee applied for and was endorsed for, being vectored by the DT for any other programs in this panel must be approved by the employee and his/her endorser.)
- RAND Fellowship Program
- Air Force National Laboratories Technical Fellowship Program
- National War College (NWC).
- Information Resources Management College (IMRC)– Cyberspace Strategies Program

Experiential Panel

- Excellence in Government (EIG)

Academic Panel

- Air Force Institute of Technology (AFIT)
- Stanford Sloan Program
- MIT Sloan School of Management
- Harvard JFK School of Government
- Princeton – Public Policy Program
- Master’s Degree

IDE and SDE graduate level programs require GRE or GMAT scores less than 5 years old. Individuals applying for AFIT programs require a letter of acceptance from AFIT that must be included with their application package.

Strategic (STRAT) Leadership Level I and II - Short term courses

Focus on development of organizational-level institutional competencies including: public or business policy, leadership enhancement, optimizing organizational performance, and national security management. *Employees selected into any STRAT level course are limited to one course every other year.*

STRAT I (GS-14s and GS-15s) consists of a one-week course; selections are done by the DT

- Air Force Civilian Leadership Course (AFCLC)

STRAT II (GS-15s only) consists of four course offerings. When applying for and nominating individuals, employee and endorser should specify a desired course based on identified institutional competency gaps for current or future position requirements; selections are made by the CDE Selection Board:

- Enterprise Perspective Seminar (Public Policy Focus)
- Enterprise Leadership Seminar (Business Policy Focus)
- Leadership Development Program

- National and International Security Leadership Seminar

Submission Process

Complete nomination packages must be submitted through the myPers no later than *due 1 May*.

1. To self-nominate, login to myPers website: <https://gum-crm.csd.disa.mil>
2. Click on “Force Development” in left side menu.
3. Click on the level of training you are interested in applying for (IDE, SDE, CSLP, or Strategic Leadership). If, for example, you are interested in Air War College, click on “Senior Development Education”

Intermediate Development Education

- [Intermediate Developmental Education](#)

Senior Development Education

- [Senior Developmental Education](#)
- [Strategic Leadership Development](#)

Civilian Strategic Leadership Program

- [Civilian Strategic Leadership Program](#)

4. Once the employee locates the program they are applying for, they will see the links to the documents, which they are required to complete and a link to the submission page.
5. Complete the required forms, obtain appropriate signatures, and return to the submission page to upload relevant documents. If applying for multiple programs, submit one application package for *each* program and use the dropdown menu to select the particular program.
6. After uploading and submitting the package(s), Total Force Service Center (TFSC) will send an email confirmation with a reference/incident number (see example screen shot below). If there are issues with the package, instructions from AFPC staff via this same method will be sent.

Once the package has been vetted, it will be sent to the career field team for vectoring by the developmental team.

From: Total Force Service Center [mailto:tfsc-sa@mailds01.csd.disa.mil]
Sent: Tuesday, April 17, 2012 3:37 PM
To: Mickey Mouse
Subject: RightNow Service Notification

Incident Updated Notification Generated By System, 04/17/2012 03:37 PM

Reference #120417-001132

Product Level 1: Civilian
Product Level 2: Employee
Category Level 1: Force Development
Category Level 2: Strategic Leadership Level I
Category Level 3: Application
Status: Updated

Your civilian development education application has been received by Force Development.

Customer (Mickey Mouse) 04/17/2012 09:45 AM
Completed application attached

The employee may list up to four-programs and CSLP on the AF Form 4059 but must upload a complete application package under the appropriate program for each one. - They will receive a TFSC message for each program applying for.

There is a "Question" box where the applicant can submit all questions regarding the application as well as check status of application(s) at any time. Please do not send emails directly to any of the program managers. All questions regarding the application must be sent through myPers. To access the question box, click on the "My Account" link at the top of the Force Development page (see example below).

Welcome, PAMELA STEPHENS [Logout](#) [My Account](#)

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Force Development Homepage

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EMPLOYEE HR SPECIALIST

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[Home](#) > [Employee](#) > Force Development

Force Development

This page will give civilians critical information about force development and links to other resources. This page will provide the Air Force continuum which outlines a path of opportunities to guide the professional development of civilians. The continuum combines education, training, and experience, and focuses on civilian institutional development requirements and competencies. Programs on the path deliver the institutional competencies targeting the development needs of a member at certain points in their career.

Selection Process

AF/A1 will appoint SES/GO selection board members. The selection board will convene in September.

a. Primary candidates will be selected to fill the AY (current year) class seats to the extent qualified candidates are available and seats for AY (following year) DSLDP.

b. Sufficient numbers of alternates will be identified in the event primary candidates are unable to attend or additional class seats become available.

CDE selections will be announced in October/November, but may vary.

Tentative Academic Year Quotas

	AY (current)	
	<i>PRI</i>	<i>ALT</i>
Basic Developmental Education (BDE)	333	29
Civilian Acculturation Leadership Training (CALT)	182	25
Squadron Officer School (SOS)	100	0
Education With Industry (EWI)	20	0
Defense Civilian Emerging Leader Program (DCELP)	31	4
Intermediate Developmental Education (IDE)		
Intermediate Developmental Education (IDE)	242	25
Air Command and Staff College Online Master's Program (ACSC-OLMP)	210	10
Air Command and Staff College (ACSC)	16	7
Air Force Legislative Fellows Program (LEGIS)	4	2
Department of Defense Executive Leadership Development Program (ELDP)	11	5
Master's Degree	*	*
Harvard JFK School of Government	*	*
Public Policy Program, Princeton Woodrow Wilson School of Public and International Affairs (PRIN)	*	*
Air Force Institute of Technology (AFIT)	*	*
Air Force National Laboratories Technical Fellowship Program (AFNLTFP)	1	1
Senior Developmental Education (SDE)		
Senior Developmental Education (SDE)	186	94
Air War College (AWC)	12	4
The Dwight D. Eisenhower School for National Security and Resource Strategy	2	3
The Dwight D. Eisenhower School for National Security and Resource Strategy-Senior Acquisitions Course	7	7
RAND Fellowship Program	2	2
Stanford Sloan Program, Stanford Graduate School of Business (STAN)	*	*
Strategic Leadership Education Level I	90	50

Strategic Leadership Education Level II	44	20
Alfred P. Sloan Fellows, MIT Sloan School of Management (MIT)	*	*
Master's Degree	*	*
Harvard JFK School of Government (HARV)	*	*
Public Policy Program, Princeton Woodrow Wilson School of Public and International Affairs (PRIN)	*	*
Air Force Institute of Technology (AFIT)	*	*
Excellence in Government (EIG)	9	3
Defense Senior Leader Development Program (DSLDP)	9	0
National War College (NWC)	1	1
Information Resources Management College (IMRC)– Cyberspace Strategies Program	1	1
Air Force National Laboratories Technical Fellowship Program (AFNLTFP)	1****	1****
* ACADEMIC PROGRAMS - 8 Primary seats, 2 Alternates - Disbursements will be made by the CDE Selection Board	8*	2*
	<i>PRI</i>	<i>ALT</i>
<i>Subtotal</i>	<i>761</i>	<i>148</i>
<i>Total</i>	<i>909</i>	

* *Academic Programs - 8 Primary seats, 2 alternates - disbursements made by the board*

**** *Counted in IDE quota*

CDE Programs

Detailed program information, links to schools, nomination procedures, and forms are available on myPers at <https://gum-crm.csd.disa.mil/>.



Nominees are encouraged to call their career field team (CFT) for additional functional development team (DT) information. See page 46 for the CFT contact information.

Any requests for waivers to the minimum two years Air Force civil service, PME requirement(s), or applicable program specific requirements (e.g. CALT, DCELP, EWI) MUST use the waiver template on page 44, MUST accompany the nomination package, and MUST be signed by the endorsing official.

Basic Developmental Education (BDE)

Eligible grade: GS-07 through GS-13 or equivalent. See program specific.

Civilian Acculturation Leadership Training (CALT)

Eligible grade: GS-07 through GS-13 or equivalent, with two to five years of continuous federal service. Applicants must also have a Bachelor's degree. Candidates with less than two years or more than five years of continuous federal civil service must submit a signed and endorsed waiver request. Refer to the [CALT](#) website for more information.

Applicants to this program cannot be prior military service or have completed any PME (e.g., SOS in any form). The goal of CALT is to introduce Air Force civilians to the Air Force culture and prepare them for future leadership, management and supervisory roles. The two-week program is patterned after the Officer Training School (OTS) curriculum, providing a unique in-residence experience focused on Air Force culture, mission and the significant role leaders play in the Air Force's overall success. The curriculum parallels the leadership modules taught at OTS and includes team-building exercises, some outdoor activities, simulation exercises and time for personal health and wellness to help maintain a level of physical fitness. This is an intensive leadership development program and requires non-classroom reading and projects.

Once selected, candidates will be required to complete the online New Employee Orientation (NEO) Program prior to attendance. Civilian participants will experience nearly the same living conditions as their military counterparts experience in OTS. They will live in the dormitory (not lodging) with limited conveniences; and abide by most OTS rules - no smoking or drinking on campus or in the dorms and no room visitations. In addition, per diem is based on students eating in the OTS dining facility. Off-base accommodations will not be considered.

Individuals who meet basic eligibility are selected by the CFT. The AF Form 4059 must be signed by the first level supervisor, and the endorser should be the second level and should not exceed GS-15/Colonel level. If the second level is higher than a GS-15/Colonel, the first level supervisor should endorse.

Defense Civilian Emerging Leader Program (DCELP)

Eligible grade: GS-07 through GS-11 or equivalent in Acquisition (Communications and Information, Contracting, Program Management, Logistics, Science and Engineering), Financial Management, or Human Resources (0201, 0203 or 206 series only) career fields only with two to 10 years of civil service (DoD component) as of 1 May. If you've attended SOS in-residence, you are not eligible. Refer to the [DCELP](#) website for more information.

DCELP fills a critical need by enabling the DoD to focus on leader development at the entry level for the civilian workforce. This curriculum for emerging leaders includes DoD acculturation and addresses the following competencies: mission orientation, public service motivation, DoD mission and culture, decisiveness, interpersonal skills, oral communication, problem solving, conflict management, accountability, strategic thinking, technical credibility, influencing/negotiating, leveraging diversity, team building, and continual learning.

The AF Form 4059 must be signed by the first level supervisor, and the endorser must be GS-15/Colonel level. The completed [DCELP Application Forms](#) must be included in the nomination package.

If selected, nominees are enrolled in a competency-based leadership development program for current and aspiring leaders that provides a comprehensive blueprint for professional development at the Lead Teams/Projects on the DoD Civilian Leadership Development model.

This cohort program consists of six residential courses focused on: Team Building, Accountability, Decisiveness, Influencing and Negotiating, and DoD Mission and Culture. Participants will also have the opportunity to assess their potential for future leadership responsibilities and positions within DoD. Participants will submit two written capstone papers and prerequisite course work is required (readings and exercises) prior to attending each course.

Squadron Officer School (SOS)

Eligible grade: GS-09 through GS-12, or equivalent. Refer to the [SOS](#) website for more information. The mission of SOS is to help officers and civilians grow professionally. While at SOS, the students will broaden their focus on essential leadership competencies, Leadership, Problem-solving, Core Values, and the Air Force as an institution in the profession of arms. SOS is a five-week program with curriculum leadership tools and air and space power. Readings, lectures, seminars and field exercises support each other to provide in-depth coverage. Students who attend in residence are expected to be in top physical condition, to include the ability to complete three mile runs, sit-ups and pushups. While individuals must apply for this program during the official CDE call for nominations, the career field team (CFT) is the selection authority. The AF Form 4059 must be signed by the first level supervisor, and the endorser should be a GS-15/Colonel equivalent.

If selected, attendees must complete an Air Force physical fitness test with their unit training monitor or Fitness Assessment Cell (FAC) 30 days prior to class, and pass each component with a score of 75 or better to attend.

Education with Industry (EWI)

Eligible grade: GS-11 through GS-13, or equivalent. Click [here](#) for more information on the EWI program. This program is only open to individuals in the Civil Engineer, Communication and Information, Contracting, Financial Management, Force Support (Manpower only), Intelligence, Logistics, Operations, Program Management, Public Affairs and Scientist and Engineer career field. Candidates must have a strong education background along with superior job performance and must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Candidates must be in the applicable career field for at least five years and have no more than 14 years of federal service (military and/or civilian combined). A waiver is required for those not meeting the five- and/or 14-year rules.

Selected applicants work with companies approved by AFIT within their commuting area. (Commuting area is defined as not exceeding the distance the employee currently drives from home to work.) Employees remain assigned to their current Air Force organization.

Individuals nominating for EWI are not required to sign a mobility agreement but must sign a 30-month continued service agreement, if selected.

Intermediate Developmental Education (IDE)

Eligible grade: GS-12 through GS-13 or equivalent; Exception: GS-14 can apply for ACSC-OLMP with a waiver

Air Command and Staff College-Online Master's Program (ACSC-OLMP)

Refer to the [ACSC](#) website for additional information. The purpose of the ACSC-OLMP is to educate mid-career civilians to lead in developing, advancing and applying air and space power across the spectrum of service, joint and combined military operations. The program is a 33 semester-hour program comprised of 11 eight-week courses that explore areas of interest regarding modern Air Force operations and leadership. Students will complete the online master's program on their own time – government time is not authorized. This is a very demanding, time-consuming online program that is not self-paced. There are required reading and homework assignments that must be accomplished each week. Students should complete the program within 24 months.

While individuals must apply for this program during the official CDE call for nominations, the career field team (CFT) is the selection authority. The AF Form 4059 must be signed by the first level supervisor, and the endorser should be a GS-15/Colonel equivalent.

Air Command and Staff College (ACSC) In Residence

Please visit the [ACSC](#) website for additional information. Air Command and Staff College (ACSC) prepares field grade civilians to assume positions of higher responsibility with the military and other government arenas. Students attend the 10-month ACSC program in a TDY status at Maxwell AFB from August to June.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Individuals nominating for ACSC are not required to sign a mobility agreement unless the DT chair cannot certify that individual can return to home station to a new position.

Executive Leadership Development Program (ELDP)

Please visit the [ELDP](#) website for additional information. ELDP is not for everyone – it is both mentally and physically challenging. Designed for high-potential individuals with the desire to progress into senior leadership roles in the DoD, ELDP requires participants to work long hours when deployed, travel on weekends, adjust to rapidly changing conditions and situations, climb three-story nautical ladders, jump from training towers, fly in tactically configured military aircraft, and participate in rigorous physical fitness activities that include, but are not limited to, running or walking a mile in 12 minutes or less, doing push-ups, sit-ups, pull-ups and participating in an organized physical fitness regimen. Extraordinary dietary requirements or unique/specialized medical care may not be available while traveling overseas or working at training sites. These conditions should be considered when applying for ELDP.

Individuals nominating for ELDP are not required to sign a mobility agreement; outplacement is not required

Nominees must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Air Force Legislative Fellows Program

Please visit the [Air Force Legislative Fellows Program](#) website for additional information.

Individuals applying for this program must have a master's degree and will participate in ACSC by seminar, if not already completed. This program is an 18-month permanent change of station (PCS) to the National Capital Region (NCR). Individuals are on a rotational assignment the first six months followed by one year working for a member of Congress.

Individuals nominating for LEGIS are required to submit a signed mobility agreement with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Air Force National Laboratories Technical Fellowship Program (AFNLTFP)

Please visit the [Air Force Fellows Program](#) website for additional information. Individuals applying for this program must have a master's degree and those selected will participate in ACSC by distance learning, if not already completed. The purpose of this program is to develop a cadre of experienced personnel in various areas (i.e., nuclear, energy, and environmental), depending on lab selected; or) who will shape and influence a more flexible and responsible Air Force. Individuals selected must have current top secret and Department of Energy Q clearances.

Selectees attend in a TDY status from August to July.

Individuals nominating for AFNLTFP are required to submit a signed mobility agreement with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Academic Programs (Master's Degree, Harvard, Princeton, AFIT)

Please [click here](#) for link to myPers Master's Programs information. The CDE Academic Programs offer individuals the opportunity to obtain their master's degree at Harvard, Princeton,

AFIT or the applicant's requested location in their local area. Technical degrees (other than those offered by AFIT to include the School of Advanced Nuclear Deterrence Studies - SANDS), Executive MBA, online or weekend programs are not authorized.

Nominees must include transcripts and GMAT or GRE scores in their nomination packages. Scores more than five years old will not be accepted.

Nominees applying for the Master's Program must complete and include in their nomination package the master's degree application form on page 42 of this guide.

Individuals nominating for AFIT/SANDS must include a Letter of Acceptance from AFIT in their nomination package.

If selected, by the CDE Board individuals must apply, and be accepted by the university.

Individuals nominating for an Academic Program are required to sign a mobility agreement and include with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Senior Developmental Education (SDE)

Eligible grades: GS-14 through GS-15 or equivalent.

AY18 Defense Senior Leader Development Program (DSLDP)

If you have JPME already completed via in-residence, you are not eligible.

The [DSLDP](#) institutes a competency-based approach to the deliberate development of senior civilian leaders with the enterprise-wide perspective needed to lead organizations and programs, and achieve results in the joint, interagency, and multi-national environments. DSLDP is a two-year program starting in February with a two-week orientation and leadership course, followed by a summer PME (10 months TDY to a non-Air Force school), a four- to six-month experiential activity/assignment, along with three additional leadership seminars and then graduation. The goal of DSLDP's individual development is for the participant to demonstrate targeted

proficiencies in critical leadership competencies. Feedback from senior advisors and formal assessments will pinpoint where additional development is warranted to further hone existing competency strengths and address identified competency needs. An individual development plan will outline the training, education, assignments or other means for addressing any such gaps. Every participant will have an enterprise-spanning experiential activity to experience new challenges in new environments and further strengthen the enterprise perspective.

Individuals will complete an individual development plan (IDP), demonstrating targeted proficiencies in the critical leadership competencies. Individuals will be assigned senior advisors and be given formal assessments to pinpoint where additional development is warranted.

The Dwight D. Eisenhower School (ES) for National Security and Resource Strategy

The Dwight D. Eisenhower School (ES) for National Security and Resource Strategy is part of the National Defense University (NDU). This school is the premier Department of Defense Joint Professional Military Education institution for national security resource management and prepares selected military officers and civilians for senior leadership positions. The 10-month curriculum covers National Strategy and Resources Management for National Security. Please visit the [school](#) website for additional information.

If selected by the CDE Board, individuals will be required to complete and submit their NDU application by 31 January and must be able to obtain an official passport and participate in world-wide travel.

Students will be required to PCS to NCR prior to attending training at NDU.

Students are allowed to attend in TDY status with approved waiver.

Individuals nominating for this school are required to sign a mobility agreement and include it with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

If selected, the Civilian Force Development Panel highly encourages outplacement to the appropriate follow-on position in the NCR prior to start of the program.

The Dwight D. Eisenhower School for National Security and Resource Strategy Senior Acquisition (ES-SAC)

The Dwight D. Eisenhower School is part of the National Defense University (NDU). The 10-month curriculum covers National Strategy and Resources Management for National Security with a Senior Acquisition concentration. Please visit the [school](#) website for additional information.

If selected by the CDE Board, individuals will be required to complete and submit their NDU application by 31 January and must be able to obtain an official passport and participate in world-wide travel.

Students will be required to PCS to NCR prior to attending training at NDU.

Students are allowed to attend in TDY status with approved waiver.

Individuals nominating for this school are required to sign a mobility agreement and include it with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

If selected, the Civilian Force Development Panel highly encourages outplacement to the appropriate follow-on position in the NCR prior to start of the program.

Air War College (AWC)

Please visit the [AWC](#) website for additional information.

The purpose of AWC is to focus on military strategy/employment of air and space forces, including joint operations in support of national security.

Selected individuals will attend AWC in a TDY status at Maxwell AFB, AL and must be able to obtain a passport.

Individuals nominating for AWC are required to sign a mobility agreement and include it with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

RAND Fellowship

Please visit the [RAND](#) website for additional information.

Individuals applying for this program must have a Master's degree.

The purpose of this program is to employ advanced research techniques while working on U.S. Air Force-sponsored research. RAND provides an important cross-flow of information between the Air Force and a major research institution.

GS-15 or equivalent may apply with a waiver.

Selected individuals will attend RAND in a TDY status in Santa Monica, CA

Individuals nominating for RAND are required to sign a mobility agreement and include it with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Excellence in Government (EIG)

Please visit the [EIG](#) website at for additional information.

Individuals applying for this program must have a Master's degree.

The purpose of this program is to strengthen leadership skills through a proven combination of coursework, best practice benchmarking, challenging action-learning projects, executive

coaching and government-wide networking. Individuals learn best practices on topics including the strategic use of technology, investment strategies and operations across traditional organizational boundaries.

If selected, individuals will be required to complete an additional application for further competition.

During the 10-month program, fellows remain in their full-time jobs, meet every six weeks and spend a total of approximately 20 days in session. Fellows devote up to five hours per week to their projects. Most sessions occur in the Washington, DC area; however two sessions will require travel to other locations.

Individuals nominating for EIG are not required to sign a mobility agreement.

Nominees must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Air Force National Laboratories Technical Fellowship Program (AFNLTFP)

Please visit the [Air Force Fellows Program](#) website for additional information.

Individuals applying for this program must have a master's degree. The purpose of this program is to develop a cadre of experienced personnel in various areas (i.e., nuclear, energy, and environmental), depending on lab selected; or) who will shape and influence a more flexible and responsible Air Force. Individuals selected must have current top secret and Department of Energy Q clearances.

Selectees attend in a TDY status from August to July and participate in AWC by distance learning, if not already completed.

Individuals nominating for AFNLTFP are required to submit a signed mobility agreement with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Academic Programs (Master's Degree, Harvard, Princeton, AFIT)

Please [click here](#) for link to myPers Master's Programs information.

The CDE Academic Programs offer individuals the opportunity to obtain their master's degree at Harvard, Princeton, AFIT or the applicant's requested location in their local area. Technical degrees (other than those offered by AFIT), Executive MBA, online or weekend programs are not authorized.

Nominees must include transcripts and GMAT or GRE scores in their nomination packages. Scores more than five years old will not be accepted.

Nominees applying for the Master's Program must complete and include in their nomination package the master's degree application form on page 42 of this guide.

Individuals nominating for AFIT must include a Letter of Acceptance from AFIT in their nomination package. Selectees may be required to PCS to Wright-Patterson AFB, OH.

If selected, by the CDE Board individuals must apply and be accepted by the university.

Individuals nominating for an Academic Program are required to sign a mobility agreement and include it with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

National War College (NWC)

Please visit the [NWC](#) website for additional information.

The National War College (NWC) is part of the National Defense University. The 10-month curriculum covers a senior-level course of study in National Security Strategy.

If selected by the CDE Board, individuals will be required to complete and submit their NDU application by 1 March, and must be able to obtain an official passport and participate in world-wide travel.

Individuals nominating for this school are required to sign a mobility agreement and include it with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Selectees will be required to PCS to the NCR prior to attending training at National Defense University (NDU).

Information Resources Management College – Cyberspace Strategies Program (IRMC)

Please visit the Cyberspace Strategies Program website for additional information.

Civilians in permanent General Schedule (GS) grade GS-15 or equivalent with two years Air Force civil service by 1 May. Completion of Intermediate or Senior Level Professional Military Education (PME) by any method is required as well as a bachelor's degree from an accredited institution. Civilians must also have Joint PME (JPME) Phase I completed.

The Information Resources Management College – Cyberspace Strategies Program (IRMC) is part of the National Defense University. The 10-month curriculum covers National Strategy and Resources Management for National Security.

If selected by the CDE Board, individuals will be required to complete and submit their NDU application by 1 March, and must be able to obtain an official passport and participate in world-wide travel. Information Resources Management College requires their nominees to possess a Top Secret clearance with Sensitive Compartmented Information eligibility.

Individuals nominating for this school are required to sign a mobility agreement and include with their nomination package.

Individuals must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Selectees will be required to PCS to the NCR prior to attending training at National Defense University (NDU).

Strategic Leadership Education I (STRAT I)

Eligible grade: GS-14 and GS-15 or equivalent and Bachelor's degree and two years Air Force civil service by 1 May as well as completion of IDE/SDE level PME by any method. [Click here](#) for link to specific course.

Strategic Leadership Education II (STRAT II)

Eligible grade: GS-15 or equivalent and Bachelor's degree from an accredited institution and two years Air Force civil service by 1 May as well as completion of IDE/SDE level PME by any method. [Click here](#) for link to specific courses.

The purpose of Strategic Leadership Education is to focus on developing senior leaders to become better skilled at leading large organizations or systems; and to develop effective organizational competency skills, including competence on force structure and integration and on unified, joint, multinational and interagency operations.

While individuals must nominate for all STRAT courses through the CDE call, STRAT I candidate selections are made by the career field development team (DT). The STRAT I level course is the Air Force Civilian Leadership Course (AFCLC). In the Program Preference area of the AF Form 4059, list "STRAT I". AFPC/DP2LWD will schedule selectees for the training.

The selection for STRAT II is made by the CDE Board and if selected, AFPC/DP2LWD will determine which course in the portfolio students will attend, as well as schedule the employee for the training.

Individuals nominating for STRAT courses are not required to sign a mobility agreement.

Nominees must be endorsed by the first SES, or general officer or installation/wing commander in their chain of command.

Selectees will be listed as "candidates" due to the possibility of funding cuts as the year progresses.

CDE Selection Criteria

Candidates are evaluated based on the following nomination and selection criteria:

Factors	What is Evaluated
Performance	Career Brief Endorsements Appraisals
Professional Qualities	Endorsements
Leadership/Job Responsibility	Career Brief Endorsement Résumé
Depth and Breadth of Experience	Career Brief Résumé
Specific Achievements	Career Brief Résumé
PME/Education	Career Brief Résumé
Post-utilization (follow-on assignment)	Employee statement Endorsements Development Team Recommendations
Appropriateness of training at this stage of candidate's career	Career Path Guide Career Brief Development Team Recommendations

Remember: Although candidates may request preference for a specific course or program, they must be willing to attend other programs within the same program panel (see panels on pages 13 and 14).



CDE Measures of Merit

The matrix highlights items of greater and lesser significance to the DT and AF leaders as they review submissions, vector applicants, and select the most promising for developmental programs.

VALUED/PANEL	SDE	IDE	ACADEMIC	EXPERIENTIAL	
Package				IDE	SDE
Sustained high performance / awards / other recognition	X	X	X	X	X
Breadth and depth in functional area / appropriate certifications for level	X	X	X	X	X
Cross functional	X	√			
Joint experience	X	√			
Strong endorsement statement with stratification, stated leadership potential and corporate follow-on	X	X	X	X	X
Right time in current position	X	X	X	X	X
Right timing for the developmental experience	X	X	X	X	X
Appropriate level PME	Prior level	Prior level	Appropriate to grade	Appropriate to grade	Appropriate to grade
Master's degree or above	X	√		√	X
"In-charge" jobs (supervisory)	X	√			
In-charge jobs	X	X	X	X	X
Balance of Functional and Leadership/Management Training	X	√			X
Business and AQ experience (EIG)					X
Certifications	√	√			X
DT					
DT vector carried greater weight if different than endorser. If DT and endorser in agreement—even better	X	X	X	X	X
DT ranking / stratification	X	X	X	X	X
Thoughtful follow-on assignment	X	X	X	X	X
Other					
Need more care on Career Briefs					
Resumes need to be standardized					
Typos are distracting					
X = valued / √ = somewhat valued					

CDE Application package requirements

CDE Programs, Basic Requirements and Selection Authority							
BDE/IDE/SDE Programs	AF Form 4059	3-Page Resume'	Endorsed By	Bachelor Degree	Mobility Agreement	Selected by Date	Selected by CDE Board
DCELP	X	X	GS-15/O-6	Highly Desired		X	
CALT	X	X	GS-15/O-6	X		X	
SOS	X	X	GS-15/O-6	X		X	
ACSC-OLMP	X	X	GS-15/O-6	X		X	
EWI	X	X	SES/GO or Wing / Installation CC	X		X	
IDE	X	X	SES/GO or Wing / Installation CC	X **	X *		X
SDE	X	X	SES/GO or Wing / Installation CC	X **	X *		X
STRAT I & II	X	X	SES/GO or Wing / Installation CC	X		STRAT I X	STRAT II X

* ELDP (IDE) & EIG (SDE) do not require a Mobility Agreement and ACSC (IDE) does not if the DT Chair Certifies that there is an outplacement available at the home station upon completion of the course.
 ** EIG, RAND, LEGIS & AF Nat'l Labs require a Master's degree

SES – Senior Executive Service

GO – General Officer

MOB AGRMT – Mobility Agreement

SEL BY DT – Selection made by the Development Team

SEL BY CFT – Selection made by the Career Field Team

SEL BY CDE BRD – Selection made by the CDE Board

Application Package / Requirements

AF Form 4059 – CAC-enabled signature preferred. If not able to obtain a CAC enabled signature, please ensure you print name, rank and duty title next to each signature.

Mobility Agreement – AFPC/DP2LW will obtain the developmental team signature during the vectoring process. (Exceptions – No mobility agreement required: CALT, DCELP, SOS, ACSC, ACSC-OLMP, EWI, ELDP, EIG, and Strategic Leadership courses.)

Résumé – Mandatory format must be used; no more than three pages in length.

Master’s Degree Application Form – AFPC will obtain DT area completion during vectoring process.

Transcripts and/or GRE/GMAT scores or letter from school stating not required.

Complete nomination packages are due no later than 1 May and must be submitted **BY THE NOMINEE** through myPers at <https://gum-crm.csd.disa.mil> using the employee’s CAC!!



Civilian Developmental Education (CDE) Mobility Agreement

A portion of the mobility agreement is below for your review. For a copy of the entire mobility agreement that must accompany the application package, download from myPers at the bottom of the program page you are applying for.



DEPARTMENT OF THE AIR FORCE
 HEADQUARTERS AIR FORCE PERSONNEL CENTER
 JOINT BASE SAN ANTONIO-RANDOLPH TEXAS

Civilian Mobility Memorandum of Agreement
 Between the U.S. Air Force
 and

[Redacted Name]

	From	To
Occupational Code (Series):		
Pay Plan-Grade, or equivalent:		
Organization, Location:		
Functional (Career Field):		

Program	Governing Conditions
<input type="checkbox"/> Key Career Position (KCP)	<ol style="list-style-type: none"> The Air Force often needs to reassign the best-qualified senior civilian employees to meet critical needs or to provide employees opportunities for continued career progression. Selection for a KCP requires mobility and recognizes an individual's skill, capability and potential for senior-level positions. I understand that my KCP assignment is for three years and that signing this agreement is a condition of my employment in this position. I agree that upon the conclusion of the foregoing period of KCP assignment, I will accept positions at the same grade, which could include an assignment to a different geographic location, to satisfy my obligation under this agreement.
<input type="checkbox"/> Civilian Developmental Education (CDE)	<ol style="list-style-type: none"> The CDE program I am applying for has a requirement for mobility for selection and assignment. I agree to be mobile and to sign and abide by the provisions of this agreement. My outplacement assignment will be to a position at the same permanent grade at my current or different geographic location. (NOTE: AFPC will obtain development team signature during the DT vectoring process.)

AFPC will obtain DT signature during the DT vectoring process.

Civilian Developmental Education (CDE) Résumé Format

Do not attempt to “personalize” your résumé. The DTs and CDE boards review many résumés, and have stated any résumé not in this format will be rejected.

Length – No more than three pages

Font – New Times Roman

Font Size – 12

Include all of the following items in the exact order below:

Contact Information:

Name:

Home: address, phone and email (optional)

Work: address, phone, and email (required)

Education:

School(s) (name and location):

Degree earned, graduation date:

Major Field of study for each undergraduate and graduate degree:

Non-degree studies:

School, location, major field of study, undergraduate/graduate credit hours earned:

Experience/Work History: (starting with current)

Dates, title, grade, agency/company, location, responsibilities/achievements

Defense/Government-Sponsored Training (to include leadership training):

School and course title, date (include sponsoring institution, e.g., Defense Systems Management College, Information Resources Management College/NDU, OPM or Management Development Centers). If currently enrolled in any distance learning program, example Air War College or Air Command and Staff College, please state your estimated date of completion. Prior to the Development Team vectoring process Career Field Teams need to verify with applicant if they have completed or are on track; CDE Board needs verification.

Skills/Accomplishments/Interests:

Skills, e.g., computer, languages; publications; certifications; licensure; clearances; travel availability:

Activities and Honors:

Community service, awards, professional memberships, hobbies:

Master's Degree Application Form

(Not required for ACSC-OLMP, Harvard, Princeton, Stanford, MIT, AFIT programs)

Nominee must complete the blocks below and include with CDE nomination package. Package will not be accepted unless all areas are completed and proposed degree plan (courses) is attached.

Justification: Explain how proposed degree will benefit the organizational needs and the needs of the Air Force.

Graduate school name/address:

Proposed class start date:

Proposed graduation date:

Estimated cost of program (including tuition, fees, books):

DEVELOPMENTAL TEAM ENDORSEMENT (CAREER PROGRAM) Date:
SIGNATURE RANK DUTY TITLE:
PRINTED ENDORSEMENT NAME:
COMMENTS:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED

Graduate Record Examination (GRE) and Graduate Management Admission Test (GMAT) Requirements

*GRE/GMAT scores over 5 years are NOT
accepted.*

Princeton University, Woodrow Wilson
School of Public and International Affairs:
Bachelor's Degree transcripts and GRE
scores (no minimum requirements for GRE
scores)



Harvard University, John F. Kennedy School of Government: Bachelor's Degree transcripts and
GRE or GMAT scores (no minimum requirements for GRE and GMAT scores)

Stanford University, Graduate School of Business/Stanford Sloan Program: Bachelor's Degree
transcripts and GMAT scores (average GMAT score is mid-600, but have accepted a lower
GMAT score)

Massachusetts Institute of Technology, Sloan School of Management/Alfred P. Sloan Fellow
Program: Bachelor's Degree transcripts

Air Force Institute of Technology Graduate Programs to include AFIT School of Advanced
Nuclear Deterrence Studies (SANDS): All require a Letter of Acceptance from AFIT/RRE that
will evaluate the student's background and ensure they meet all requirements.

Sample Waiver Letter for CDE Programs

Note: For CALT, DCELP, SOS, EWI and IDE programs, a waiver request may be requested for time in service only and must be included in the nomination package. For SDE candidates, a waiver for time in service and lack of PME may be requested. Waiver must be signed by nominee and endorser. *The waiver request can be completed in myPers and digitally signed by [clicking here](#).*

Civilian Development Education Waiver Request

I am requesting a waiver for consideration for the following program, specifically for (indicate program):

Justification:

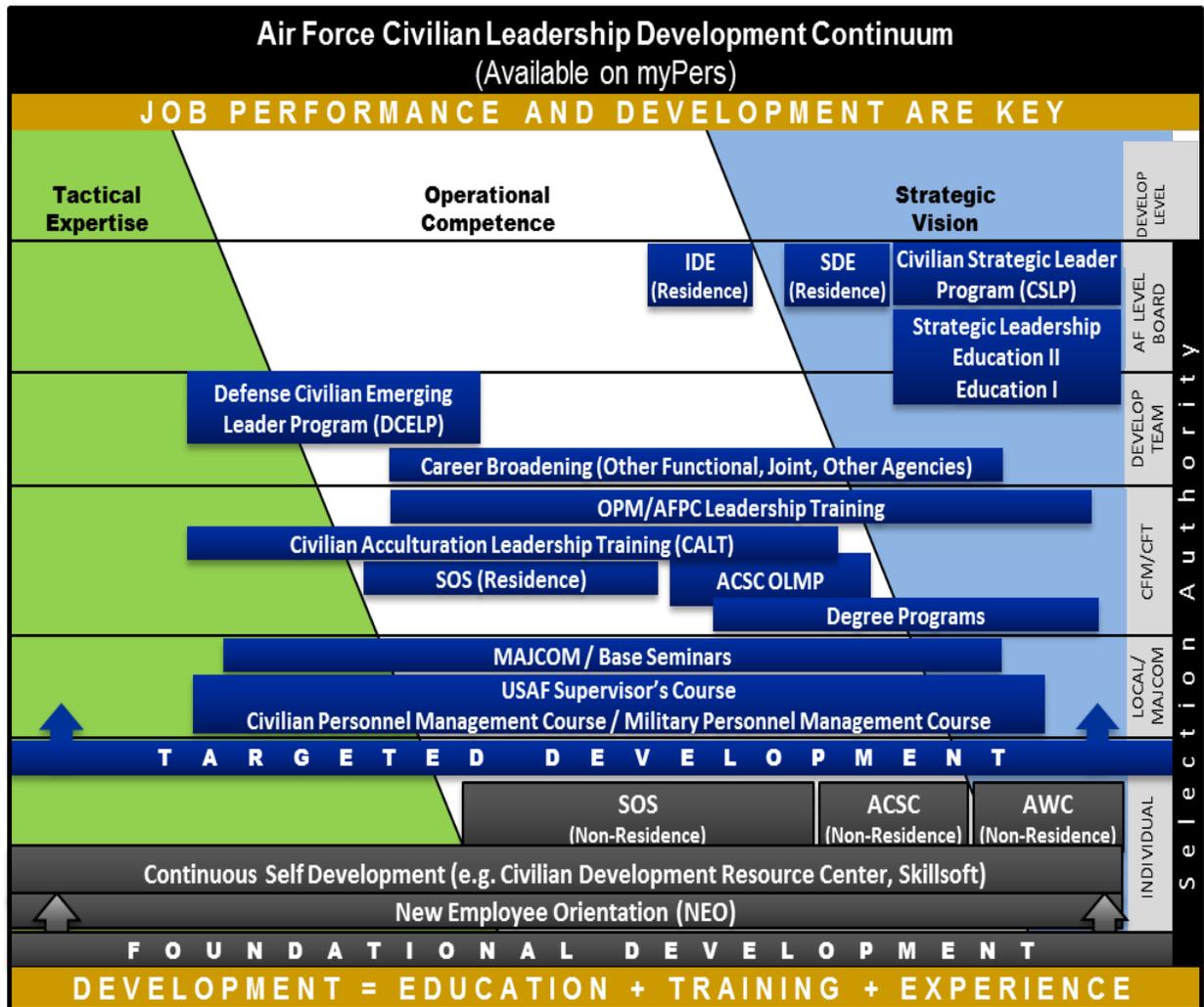
I certify that (check all that apply):

- I will not meet the required years of civil service time needed for this program by 1 May.
- I have not completed Intermediate or Senior Developmental Education (SDE) level Professional Military Education by any method as required for SDE consideration.
- I do not meet the ACSC-OLMP grade eligibility requirement (GS-14 only).
- I do not meet the RAND grade eligibility requirement (GS-15 only).

Applicant Signature:

Endorser Signature:

Air Force Civilian Leadership Development Continuum



Career Field Team (CFT) Telephone Listing

- AUDIT DSN 665-4569
- CIVIL ENGINEERING DSN 665-2666
- COMMUNICATION/ INFORMATION DSN 665-3691
- CONTRACTING DSN 665-0033
- FINANCIAL MANAGEMENT DSN 665-2595
- FORCE SUPPORT DSN 665-4055
- HISTORY DSN 665-4508
- INTELLIGENCE DSN 665-3093 or 665-4587
- INTERNATIONAL AFFAIRS DSN 665-1758
- LEGAL DSN 665-1794
- LOGISTICS DSN 665-5741
- MEDICAL DSN 665- 3953
- OPERATIONS DSN 665-1627
- PROGRAM MANAGEMENT DSN 665-4129
- PUBLIC AFFAIRS DSN 665-1806 or 2482
- SAFETY DSN 665-1650
- SCIENCE and ENGINEERING DSN 665-2252
- SECURITY DSN 665-1552
- SPECIAL INVESTIGATIONS DSN 665-1610
- WEATHER DSN 665-2209

Call (210) 565-2524 or DSN 665-2524 if your CFT is not listed or if you do not know what CFT you fall under.

Acronym List

ACSC	Air Command and Staff College
AFIT	Air Force Institute of Technology
AFPC	Air Force Personnel Center
AFNLTFP	Air Force National Laboratories Technical Fellowship Program
AWC	Air War College
AY	Academic Year
BDE	Basic Development Education
CALT	Civilian Acculturation Leadership Training
CFT	Career Field Team
CDE	Civilian Developmental Education
CFDP	Civilian Force Development Panel
DCELP	Defense Civilian Emerging Leader Program
DEDB	Developmental Education Designation Board
DSLDP	Defense Senior Leader Development Program
DT	Developmental Team
EIG	Excellence in Government
ELDP	Executive Leadership Development Program
ES	The Dwight D. Eisenhower School for National Security & Resource Strategy
ES-SAC	The Dwight D. Eisenhower School for National Security & Resource Strategy – Senior Acquisition Course
EWI	Education with Industry
GO	General Officer
GRE	Graduate Record Examination
GMAT	Graduate Management Admission Test
IDE	Intermediate Developmental Education
IRMC	Information Resource Management College – Cyberspace Strategies Program
MAJCOM	Major Command
MIT	Massachusetts Institute of Technology
NWC	National War College
NDU	National Defense University
OPM	Office of Personnel Management
PCS	Permanent Change of Station
SANDS	School of Advanced Nuclear Deterrence Studies
SDE	Senior Developmental Education
SES	Senior Executive Service
SOS	Squadron Officer School
TFSC	Total Force Service Center

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