

**AIR NATIONAL GUARD
ACADEMIC YEAR 2015
(AY15)
AIR COMMAND AND STAFF COLLEGE (ACSC) ONLINE
MASTERS PROGRAM (OLMP)**



MESSAGE CONTENTS:

	TOPIC	PAGE
1.	General Information	1
2.	Application Deadline	2
3.	Authority	2
4.	Eligibility Criteria	2
5.	Application Package Requirements	2
6.	Submission Process	2
7.	Selection/Announcement Process	3
8.	Additional Information	3

1. GENERAL INFORMATION:

The ACSC OLMP provides Air Force Captains an educational opportunity to meet the needs of our service while also accommodating today's high operations tempo. The Leadership Concentration is specifically designed to prepare captains for the leadership responsibilities they will face as they progress through their careers.

The ACSC OLMP offers qualified officers an opportunity to earn a master's degree from a regionally-accredited institution. Once accepted into the program, students must enroll in the Leadership Concentration. Successful completion of the Leadership Concentration will earn the student an accredited Master of Military Operational Art & Science Degree. The program is a synchronous Distance Learning (DL) course with 8-week terms and is designed for students to complete the program within two years. Selected ANG candidates will enroll no later than **30 Mar 15**. Please note that the Leadership Concentration curriculum does **NOT** fulfill the Intermediate Developmental Education (IDE) requirement.

Term Name	Course Start Date	Course End Date
2015 Summer A	4 May 2015	28 Jun 2015

For additional course information, please visit the ACSC OLMP website at <http://www.au.af.mil/au/acsc/masters.aspx>

2. **APPLICATION DEADLINE:** All application packages must be received by NGB/HRT by **25 Feb 2015**. Packages received after this date will not be considered. Processing of application packages within a member's organization should adhere to any specific guidance established by the local organization (unit, wing, state, directorate, etc). NOTE: Your JFHQ may impose an earlier suspense date in order to accomplish submission requirements.

3. **AUTHORITY:**

<http://www.au.af.mil/au/acsc/masters.aspx>

4. **ELIGIBILITY CRITERIA**

- Captains with 2 year's Time in Grade (TIG)
- Captains with less than 8 years of Total Federal Commissioned Service Date (TFCSD)
- Completion of Squadron Officer School (SOS) at the time of application submission
- Must NOT have a master's degree

5. **APPLICATION PACKAGE REQUIREMENTS:** Application packages must include the following items:

A. **Application Worksheet** - Complete all required fields.

B. **vMPF Record Review/Update (All pages):** It is incumbent upon each applicant to ensure their personnel information is correct. Please verify correct work and email addresses in vMPF. Submit the **entire** vMPF Record Review in your package. The Record Review/Update is available through vMPF via the Air Force portal.

C. **Current Fitness Assessment:** Must reflect a passing score IAW AFI 36-2905. Fitness assessment must be current as of the application deadline.

6. **SUBMISSION PROCESS:**

A. JFHQ will upload individual packages in one single PDF document in the order specified above (A-C). Submit through AMRDEC at <https://safe.amrdec.army.mil/safe/>.

B. In order for NGB/HRT to access the file, you must use the following email address in the "Recipient Information" section: ang.forcedevlopment@ang.af.mil. **Prior to submitting, verify you have entered the correct email** **Please do not upload multiple packages together.** NGB/HRT only accepts packages submitted through AMRDEC to the e-mail address above.

C. The required naming structure for application submittal is:

"2015-516 – OLMP Last Name, First Name, Rank – State Abbreviation"

Example: 2015-516 - OLMP Doe, John, Capt – OH

- D. JFHQ will receive a confirmation from AMRDEC when the package is downloaded by NGB/HRT. This will serve as confirmation that the package has been received for processing. We recommend saving the confirmation email until selection announcement is released. Applicants may contact JFHQ for confirmation that package was received by NGB/HRT.
- E. Incomplete packages or packages not received as a single PDF file will be returned to JFHQ and must be resubmitted by application deadline.
- F. Applications submitted on the close out date will be reviewed for qualification or disqualification only.

7. SELECTION/ANNOUNCEMENT PROCESS:

- A. ACSC OLMP is designed to target Captains within a specific career window; therefore, selections will be based upon applicant's TIG/TFCSD.
- B. Selectees will initially be notified through their leadership chain, followed by individual communication from NGB/HRT.
- C. Once notified, selectees must register for the 2015 Summer A Term NLT 30 March 2015.

8. ADDITIONAL INFORMATION:

- A. We encourage supervisors and commanders at all levels to review their officer force and target qualified members for ACSC OLMP enrollment.
- B. Questions regarding this message should be sent to ang.forcedevelopment@ang.af.mil. Points of contact are SMSgt Sherry Marnell (Primary) DSN 612-8331, Comm: (240) 612-8331 or MSgt Denise Wagenman, DSN 612-8675, Comm: (240) 612-8675.