BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING
COMMAND

AETC INSTRUCTION 36-2606

22 JANUARY 2024

Personnel

AIRCREW GRADUATE EVALUATION
PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Department of Air Force Policy Directive (DAFPD) 36-26, *Total Force Development and Management***,** and establishes guidance consistent with Air Force Manual (AFMAN) 11-202, Volume 1, *Aircrew Training* and its AETC Supplement. It provides specific guidance on the Aircrew Graduate Evaluation Program (AGEP). This publication applies to all Air Education and Training Command (AETC) flying training units and courses. It applies to Air Force Reserve Command units under AETC oversight and Air National Guard-gained units and associated personnel who conduct approved AETC flying syllabi. This publication does not apply to the United States Space Force. If a conflict exists between this instruction and a service contract, the contract takes precedence until the contract can be modified. This publication requires the collection and maintenance of information protected by the Privacy Act of 1974. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Submit suggested improvements to this supplement via DAF Form 847, *Recommendation for Change of Publication*, though command Standardization and Evaluation channels to the 19 Air Force/Standardization and Evaluation (19 AF/A3V) workflow email **19af.dov@us.af.mil**. Subordinate units may supplement this instruction. Forward proposed supplements to 19 AF for coordination prior to approval. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See DAF Manual 90-161, *Publishing Processes and Procedures*, for a description of the authorities associated with the tier

numbers. Submit requests for waivers through the chain of command to the appropriate tier waiver approval authority, or alternately, to the publication OPR for non-tiered compliance items.

SUMMARY OF CHANGES

This revision renames the instruction from AETC Instruction (AETCI) 36-2206 to AETCI 36-2606, assigns 19 Air Force/Operations (19 AF/A3) as the OPR for the AGEP; updates responsibility from A3F to 19 AF/A3F and from A3Z to 19 AF/A3D for Combat Air Force (CAF)/Remotely Piloted Aircraft (RPA), 19 AF/A3M for Mobility Air Force (MAF)/Special Operations Forces Personnel Recovery (SOF/PR) respectively, adds specific subtopics to survey questions, and updates the web address due to implementation of the Air Force Portal's single-sign-on authentication method.

1. Scope. This instruction provides AGEP guidance to all undergraduate and graduate formal training units (FTUs) conducting flying training. (**Exceptions:** Conduct aircrew survival training graduate evaluations in accordance with AETCI 36-2607, *Survival, Evasion, Resistance, and Escape (SERE) Standards and Evaluations*. Air Advisor training in non-USAF aircraft, 306th Flying Training Group units not involved in initial flight training (IFT) are exempt from AGEP requirements.) Formal flying training includes IFT, all initial and advanced Undergraduate Pilot Training (UPT), Euro-NATO Joint Jet Pilot Training (ENJJPT), pilot instructor training (for UPT and ENJJPT), Introduction to Fighter Fundamentals (IFF), FTUs conducting AETC training, enlisted courses taught at the Center of Excellence, Undergraduate Combat Systems Officer Training (UCT), Electronic Warfare Officer training, Battle Management training, and RPA training. AGEP is on the Air Force Portal Application A-Z list, as, AGEP-IFT – Aircrew Graduate Evaluation Program – Initial Flight Training (AETC) **https://agepiftprod.sso.cce.af.mil**. AGEP provides a formal data gathering and reporting mechanism to help syllabus managers assess mission accomplishment and training quality as defined in DAFH 36-2675, *Information for Designers of Instructional Systems*.

2. Goal. As part of the instructional systems development continuum, feedback gathered through the AGEP is used to ensure AETC formal flying training course graduates meet customer requirements. The AGEP goal is to provide training program managers and senior leaders a comprehensive assessment of training effectiveness and areas of improvement.

3. Roles and Responsibilities:

   3.1. **19 AF/A3 Undergraduate Resources and Analysis (AGEP office):**

      3.1.1. Serves as the AGEP manager and maintains an online AGEP user's manual.

      3.1.2. Reviews proposed supplements and resolves AGEP questions.

      3.1.3. Manages system security, establishes initial user roles to access the AGEP server for administrative functions, edits, and assigns roles to AGEP users.

      3.1.4. Provides coordination and support to the responsible branch within 19 AF to change, add, edit, or update syllabus surveys and syllabus stops (**Example:** Prerequisite to be completed before the next syllabus lesson).

      3.1.5. Assists base survey administrators (BSA), course managers, supervisors, and users with AGEP database data and reports.

      3.1.6. Notifies BSAs when significant changes are made to the AGEP website or user's manual.

      3.1.7. Ensures data is available for analysis and provide BSAs, course managers, and supervisors with report preparation guidance. Helps prepare additional reports, as requested by training program managers and customers for use at course training standards and syllabus conferences, fighter cross-tell conferences, "road-show" briefings, command performance metrics, etc.

      3.1.8. Advocates AGEP surveys (Grad Eval) from gaining major commands (MAJCOM) on AETC flying training programs. When graduates depart AETC, the AGEP relies on inter-MAJCOM cooperation for feedback on AETC programs.

      3.1.9. Establishes and maintains a point of contact (POC) list for POCs at as many non-AETC gaining bases as possible. Posts the POC list on the AGEP website; "members of the POC list can receive reminders to complete surveys". Encourages AETC BSAs to quarterly contact POCs at gaining bases to assist in validating currency of POC list.

   3.2. **Base Survey Administrator (BSA).** The BSA:

      3.2.1. Is appointed by the operations group commander or equivalent to manage the AGEP at each AETC formal flying training location. The 37th Training Group will appoint a BSA for Enlisted Undergraduate Flying Training administered by the Career Enlisted Aviation Center of Excellence. Additional POCs may be appointed at subordinate levels at unit discretion.

      3.2.2. Is the overall AGEP wing-level POC.

      3.2.3. Conducts AGEP training for wing evaluators and other local users as deemed necessary.

      3.2.4. Quarterly validate the AGEP POC list for their own location and assist in validating the POC list for follow-on training units and gaining units. A BSA and POC listing is maintained on the AGEP website. A proactive BSA plays a key role in achieving desired return rates from gaining units.

3.2.5. Is responsible for local AGEP student administration. Uses the AGEP database to assign students to their classes, move held-over students from one class to another, and graduate and move students from one training location to another. **Note:** This function may be delegated to a registrar position, or equivalent, if one exists, but it is still the BSA's responsibility to ensure compliance. 19 AF (AGEP office) is available to assist with AGEP student administration, but primary responsibility resides with the BSA.

3.3. **Evaluators.** Evaluators complete surveys. Evaluators include primary supervisors, formal course instructors, and, when contractual provisions permit, contracted instructors. Service contracts should include the requirement to complete Grad Evals.

3.3.1. The preferred evaluator is the student's primary instructor or, if there is no primary instructor, the immediate supervisor.

3.3.2. Evaluators contact the BSA for assistance or to report database problems as students not in the database or not enrolled in the proper training course. In the BSA's absence, evaluators may contact 19 AF (AGEP office) for assistance.

3.4. **19 Air Force/Graduate CAF/RPA (19 AF/A3D), 19 Air Force/Undergraduate (19 AF/A3F), and 19 Air Force/Graduate MAF/SOR/PR (19 AF/A3M):**

3.4.1. Develop, review, and implement specific survey questions to meet the AGEP goal for each assigned course.

3.4.2. Provide customer feedback-based survey question updates during every syllabus revision.

3.4.3. Provide survey questions to address syllabus changes.

3.4.4. Within each syllabus, identifies if AGEP stops are waived when not required.

4. **AGEP Orientation and Training:**

4.1. **Initial Orientation.** Instructor training courses will include information on the AFMAN 11-202v1 paragraph 1.5.5 requirement to ensure formal post-graduate evaluations are accomplished at the unit level and information on where to access the AGEP website.

4.2. **Other Training.** BSAs conduct training as required for evaluators. 19 AF (AGEP office) is available to answer questions and assist as required. Contact information is maintained on the AGEP website.

5. **AGEP Execution:**

5.1. **Syllabus Stops.** All AETC pipeline syllabuses must include syllabus stops mandating when surveys must be completed. **(T-2)** Syllabus provisions may include a window that opens at an appropriate point in training at which time the student becomes eligible for the survey, concluding with the syllabus stop. The survey must be completed before training can proceed. **(T-2)** Gaining supervisors must administer surveys at the specified training points. **(T-2)** To assist in this effort, 19 AF (AGEP office) uses the AGEP system to generate notification E-mails to the assigned instructors and or Org Box users at a given time after a student enters training. The BSA will monitor the overdue survey report to ensure evaluators complete surveys in a timely manner. **(T-2)**

5.2. **Purpose of Surveys.** 19 AF/A3D, 19 AF/A3F, and 19 AF/A3M syllabus managers provide 19 AF (AGEP office) survey questions to be inserted into the AGEP. These questions are the foundation upon which the AGEP is based. Syllabus developers and program managers review and validate their survey questions periodically, or at least at every syllabus revision. **(T-2)** Surveys are linked to training requirements within each syllabus. They are designed to determine if graduates are trained to meet customer requirements and prepared to begin the next phase of training and/or ready for operational duty. AGEP surveys provide feedback on training systems, including syllabus content and training resources. Syllabus developers and program managers use this feedback to determine if program changes are needed.

5.3. **Completion of Surveys:**

5.3.1. Survey questions use a rating scale of 1 to 6 (1, 2, and 3 are below standard; 4, 5, and 6 meet or exceed standard). Although comments are not required, they are requested for any rating of 1, 2, 3, or 6. This ensures proper evaluation of syllabus areas that do not meet the training standard or far exceed the standard. Paragraphs **5.3.1.1** through **5.3.1.6** provide additional information on the rating scale.

5.3.1.1. A Rating of 1 - Unacceptable. Skill/knowledge is unacceptable. Unacceptable amount of additional training or assistance is required.

5.3.1.2. A Rating of 2 - Unsatisfactory. Skill/knowledge is unsatisfactory. Significant additional training or assistance is required.

5.3.1.3. A Rating of 3 - Marginal. Skill/knowledge is below expectations. Additional training or assistance is required.

5.3.1.4. A Rating of 4 - Satisfactory. Skill/knowledge is as expected. Student is adequately prepared to begin this course or duty.

5.3.1.5. A Rating of 5 - Excellent. Skill/knowledge exceeds expectations. All training or assistance normally required or planned was significantly reduced.

5.3.1.6. A Rating of 6 - Outstanding. Skill/knowledge far exceeds expectations. Training or assistance normally required or planned was unnecessary.

5.3.2. Questions relating to Flying/Aircrew Knowledge, Flying/Aircrew Skills, and Cockpit/Crew Resource Management have the option to indicate course specific subtopic areas where training was inadequate.

5.3.3. Sufficient space for comments is included in each survey. Student names are not to be used in surveys or comments. Input substantive comments focusing on areas where the student lacked proficiency or was not well prepared by the previous course of instruction. **(T-2)**

5.4. **Reports.** Squadron-level and above supervisors and the BSA have full access to various AGEP reports. If a required report is not available in the AGEP report suite, request it through the appropriate syllabus manager in 19 AF/A3D, 19 AF/A3F, or 19 AF/A3M, who will review the request and forward to 19 AF (AGEP office) for inclusion in AGEP.

5.4.1. Squadron, group, and wing commanders or their representatives may review reports, review individual student evaluations, and enter comments. There is no requirement to enter commander comments.

5.4.2. 19 AF (AGEP office) can generate custom reports from the AGEP database if needed. Contact information is maintained on the AGEP website.

RANDY P. OAKLAND, Brig Gen, USAF
Director of Communications and Operations

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

DAFPD 36-26, *Total Force Development and Management*, 18 January 2024

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFMAN 11-202V1, *Aircrew Training*, 27 September 2019

DAFMAN 90-161, *Publishing Processes and Procedures,* 18 October 2023

DAFH 36-2675, *Information for Designers of Instructional Systems*, 15 April 2022

AETCI 36-2607, *Survival, Evasion, Resistance, and Escape (SERE) Standards and Evaluations*, 04 December 2023

AFMAN 11-202V1_AETCSUP, *Aircrew Training*, 07 May 2020

Prescribed Forms

None

Adopted Forms

DAF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AETC—Air Education and Training Command

AETCI—Air Education and Training Command Instruction

AFI—Air Force Instruction

AFMAN—Air Force Manual

AGEP—Aircrew Graduate Evaluation Program

BSA—Base Survey Administrator

CAF—Combat Air Force

DAFPD—Department of Air Force Policy Directive

DAFH—Department of Air Force Handbook

DAFMAN—Department of Air Force Manual

ENJJPT—Euro-NATO Joint Jet Pilot Training

FTU—Formal Training Unit

Grad Eval—Aircrew Graduate Evaluation survey

IFF—Introduction to Fighter Fundamentals

IFT—Initial Flight Training

MAF—Mobility Air Force

MAJCOM—Major Command

OPR—Office of Primary Responsibility

POC—Point of Contact

RPA—Remotely Piloted Aircraft

SOF/PR—Special Operations Forces/Personnel Recovery

UCT—Undergraduate Combat Systems

UPT—Undergraduate Pilot Training

Office Symbols

19 AF/A3—19 Air Force/Operations

19 AF/A3D—19 Air Force/Graduate CAF/RPA

19 AF/A3F—19 Air Force/Undergraduate

19 AF/A3M—19 Air Force/Graduate MAF/SOR/PR

19 AF/A3V—19 Air Force/Standardization and Evaluation