

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 36-2107**

**22 OCTOBER 2018**



**Personnel**

**ACTIVE DUTY SERVICE  
COMMITMENTS (ADSC)**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: AF/A1P

Certified by: SAF/MR  
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Supersedes: AFI36-2107, 30 April 2012

Pages: 32

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This publication implements Air Force Policy Directive 36-21, *Utilization and Classification of Air Force Military Personnel*, and DoDI 1322.06, *Fellowships, Legislative Fellowships, Internships, Scholarships, Training-With-Industry (TWI), and Grants Provided to DOD or DoD Personnel for Education and Training*. This instruction states how to compute ADSCs for Air Force military personnel. This publication only applies to members of the Regular Air Force (RegAF). This publication does not apply to the Air Force Reserve (AFR). This publication does not apply to the Air National Guard (ANG). In collaboration with the Chief of Air Force Reserve (USAF/RE) and the Director of the Air National Guard (NGB/CF), the Deputy Chief of Staff for Manpower, Personnel, and Services (USAF/A1) develops personnel policy for ADSCs.

See Attachment 1 for glossary references, abbreviations, acronyms, terms and addresses. This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974. The authorities to collect and maintain the records prescribed in this instruction are Title 10 U.S.C., Section 1169, Regular enlisted members; Limitations on Discharge; and Executive Order 9397 Numbering System for Federal Accounts Relating to Individual Persons; and Executive Order 13478 Amendments to Executive Order 9397 Relating to Federal Agency Use of Social Security Numbers. The system of records notices F036 AF PC Q, Personnel Data Systems, and F036 AF PC C, Military Personnel Records System, apply. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary

Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. This publication may not be supplemented or further implemented/extended. 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 AFI 33-360, *Publications and Forms Management*, 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 requestors commander for non-tiered compliance items.

### ***SUMMARY OF CHANGES***

**This document has been substantially revised and must be completely reviewed.** This revision removed jargon, acronyms, and unnecessary/unclear language throughout the publication. This revision also moved Table 1.1 and Table 1.2 to individual attachments.

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## Chapter 1

### OVERVIEW

**1.1. Active Duty Service Commitments (ADSCs).** ADSCs fulfill two very important functions. They assure the Air Force and the taxpayers receive an appropriate return for their investment of money and/or time in training, education, and bonuses. They also assure open communication to Air Force members regarding the periods of obligated service they must complete before becoming eligible to request to separate or retire from active duty.

1.1.1. Officers in the grade of O-6 and below and all enlisted personnel incur an ADSC when they complete all or a portion of ADSC-incurring events.

1.1.2. An ADSC does not establish and is independent of a date of separation.

1.1.2.1. Enlisted personnel serve on active duty in accordance with their enlistment contracts.

1.1.2.2. Officers serve indefinite active duty tours by appointment of the President and must request release or discharge from their appointment from the Secretary of the Air Force. Needs of the Air Force may require continued service beyond an ADSC.

1.1.3. Time spent in an excess leave status, as defined in AFI 36-3003, *Military Leave Program*, does not count toward fulfilling any ADSCs.

1.1.4. An ADSC is not affected by a change in a member's Duty Air Force Specialty Code (DAFSC) unless the member completed an ADSC-incurring event that resulted in the change in the member's DAFSC.

### 1.2. ADSC Incurring Events.

1.2.1. Statutes establish some ADSCs, while the Air Force establishes other ADSCs for regular Air Force (RegAF) members who participate in ADSC-incurring events (see Attachment 2 and Attachment 3); this includes training not provided by the Air Force. As such, it is imperative that ADSCs and associated policies in this instruction be clearly understood and communicated.

1.2.2. Members usually serve new ADSCs concurrently with existing ADSCs; however, some ADSCs are served consecutively and are outlined as such.

1.2.3. ADSCs incurred for training will become effective upon graduation date or completion of required training.

1.2.3.1. The estimated graduation or completion date is utilized when initially adding the ADSC for training to a member's record upon selection to attend the course.

1.2.3.2. The ADSC will be updated to reflect the member's actual graduation or completion date after graduation or completion of training.

**1.3. Advising Members of ADSCs.** The Force Support Squadron (FSS) (or delegated authority) advises members of ADSC commitments and ensures each member accepts the ADSC or declines the ADSC in accordance with paragraphs 1.4., 3.5. or 3.6. of this instruction (see paragraphs 2.5. and 2.6. for health professions officers and judge advocates). **NOTE:** PCS orders will not be

authenticated until a member has formally acknowledged understanding of the ADSC and the appropriate documentation is loaded into the member's record.

1.3.1. In most cases, the AF Form 63 formally documents the member's knowledge and acceptance of the ADSC. In cases where the AF Form 63 is not required, another source document serves as the member's knowledge and acceptance (see paragraph 1.3.2.). **Failure to be notified or complete an AF Form 63 (or other prescribed documentation) does not relieve the member of the ADSC if the member attends the ADSC-incurring event. In these cases, the member must follow the provisions outlined in [paragraph 3.9](#) to request removal of the ADSC. (T-1)**

1.3.2. The following ADSC-incurring events require documentation other than the AF Form 63:

1.3.2.1. Entry on Extended Active Duty. Air Force Reserve Officer Training Corps cadets. See AFI 36-2011, *Air Force Reserve Officer Training Corps (AFROTC)*, paragraph 3.2.1.7. USAFA cadets, see AFI 36-2019, *Appointment To The United States Air Force Academy*.

1.3.2.2. Permanent Change of Duty Station (PCS) (see AFI 36-2110, *Assignments*). **EXCEPTION:** The AF Form 63 is required only for members (officer and enlisted) moving Continental United States (CONUS)-to-CONUS and then only if they are or will become eligible for retirement before completing the associated ADSC. In these cases, the AF Form 63 is not to be used as the official assignment notification but should be signed by member within 7 calendar days of official notification.

1.3.2.3. Accepting special and incentive pays (Health Professions see AFI 41-109, *Special Pay for Health Professionals*, Aviation Bonus see AFI 36-3004, *Aviation Bonus (AVB) Program*).

1.3.2.4. Changing competitive categories.

1.3.2.5. Tuition Assistance (see paragraph 2.7.).

1.3.2.6. Participating in education or training programs listed in Attachment 2 or Attachment 3 (see AFI 41-117, *Medical Service Officer Education*).

1.3.2.7. ADSC-incurring events affecting enlisted personnel. AF Form 63 is required only if the member is or will become eligible for retirement before completing the ADSC (see AFI 36-2606, *Reenlistment And Extension Of Enlistment In The United States Air Force*).

1.3.2.8. Enlisted promotion to E-7, E-8 and E-9 will be documented on a Promotion Statement of Understanding regardless of member's Total Active Federal Military Service Date.

1.3.2.9. Rated specialty begins at the completion of training and award of wings/aeronautical rating. The ADSC is documented within the commissioning contract or initial rated selection.

**1.4. Retainability.** Members who accept an ADSC-incurring event must have or obtain retainability to serve the ADSC required for the event.

1.4.1. Enlisted members who lack the necessary retainability must obtain it, if eligible, through reenlistment or extension. When an enlisted member cannot obtain the retainability for an

ADSC-incurring event, the Military Personnel Flight or Education Service and Human Resource Flight must notify the selection authority and the member may apply for a waiver of retainability. Enlisted members who decline to obtain retainability must document that decision on AF Form 964, PCS, TDY, or Training Declination Statement (AFI 36-2110).

## Chapter 2

### ROLES AND RESPONSIBILITIES

**2.1. Secretary of the Air Force (Manpower and Reserve Affairs) (SAF/MR):** Establishes ADSC policies and is the waiver authority for ADSC disputes that are not adjudicated at AFPC (see paragraph 3.9.).

**2.2. Secretary of the Air Force Personnel Council (SAFPC or SAF/MRBP):** Unless otherwise delegated, is the authority for ADSC waiver requests that are submitted in conjunction with a separation or retirement request (see paragraph 3.7.). Waiver requests are submitted as a part of the member's request to separate or retire through the appropriate virtual application as outlined in AFI 36-3206, *Separation Of Commissioned Officers* or AFI 36-3208, *Administrative Separation Of Airmen*.

**2.3. Director, Military Force Management Policy (AF/A1P):** Is responsible for updating this instruction and staffing ADSC disputes to the SAF/MR for consideration.

**2.4. Air Force Personnel Center, Accessions Branch (AFPC/DP3DA):** As the Business Process Owners (BPO), will provide policy interpretations to higher headquarters and to the field. Validates AFPC/DP2LT ADSC verifications and identifies necessary policy changes to AF/A1P. Adjudicates most ADSC disputes, but forwards some ADSC dispute requests to AF/A1P for further staffing, such as those where a member disagrees with an ADSC even when it is clear one is applicable.

**2.5. Air Force Personnel Center, Military Accessions Branch (AFPC/DP2LT):**

2.5.1. As Office of Primary Responsibility (OPR) for the ADSC Program, executes all ADSCs, except for health professions and judge advocate officers.

2.5.2. Determines and establishes Active Duty Service Commitment Dates (ADSCD) requiring an adjustment after the initial ADSC-incurring event.

2.5.3. Is the office authorized to update ADSCs listed in AETC's Education and Training Course Announcement and the Oracle Training Announcement (OTA) database.

2.5.4. This office may establish an ADSC on an individual basis to cover a unique situation as an exception to policy. Unique ADSCs are just as valid as any other ADSC. Major Command and other Air Force activities may submit recommendations, with full justification, for the establishment of a unique ADSC. The request can be for an event listed or not listed in this instruction.

**2.6. Air Force Personnel Center, Military Training and Education Operations Section (AFPC/DP2SST):**

2.6.1. Is the Office of Primary Responsibility for ADSCs involving Tuition Assistance and the Post 911 GI Bill.

2.6.2. Issues Category One processing discrepancies to the responsible Force Support Squadron (FSS) who allows a member to depart and/or enter into an ADSC-incurring event without proper ADSC documentation.

**2.7. Air Force Personnel Center, Military Accessions and Assignment Section (AFPC/DP1TAM):**

2.7.1. Initiates the AF Form 63 for all members selected for ADSC incurring events and sends to the member for signature and processing to the personnel record.

**2.8. Air Force Personnel Center Air Force Specialty Code Assignment Team:** When selecting someone for a PCS that encompasses attending training in a PCS status for over 20 weeks or with Air Force Training en route:

2.8.1. Notifies AFPC/DP2LT of the selection through written or electronic means with all available course information.

2.8.2. Provides course identification (Air Force Training only) to AFPC/DP2LT when the Air Force Training Management System (AFTMS) quotas or Oracle Training Announcement updates are not available.

2.8.3. Notifies AFPC/DP2LT when an ADSC for a PCS move is changed in accordance with AFI 36-2110.

**2.9. Nurse Utilization & Education Branch (AFPC/DP2NN):**

2.9.1. Calculates and updates ADSCs for health professions officers.

2.9.2. Ensures member completes the AF Form 63 or other required ADSC acknowledgment and maintains original.

**2.10. Office of The Judge Advocate General, Professional Development Directorate (AF/JAX):**

2.10.1. Calculates and updates ADSCs for Funded Legal Education Program/Excess Leave Program (FLEP/ELP) selectees.

2.10.2. Ensures member completes the AF Form 63 or other required ADSC acknowledgment and forwards the signed original to AFPC/DP2LT.

**2.11. Air Force Institute of Technology, Civilian Institute (AFIT/CI):**

2.11.1. Categorizes Air Force Institute of Technology students as scholarship or non-scholarship.

2.11.2. Ensures AFPC/DP1TAM receives copies of AFIT Form 9, Initial or Change to Reporting Instructions.

2.11.3. Informs AFPC/DP1TAM of any change to AFIT class dates or elimination/removal of any Line, Chaplain or JAG corps officer from the AFIT program.

**2.12. Force Support Squadron Commander (FSS/CC) (The FSS/CC may delegate these actions to the appropriate agency under FSS/CC's command):**

2.12.1. Ensures all Temporary Duty (TDY) and PCS orders reflect the ADSC associated with the event in accordance with AFI 36-2102, *Base-Level Relocation Procedures*. (T-1)

2.12.2. Ensures members (officers and enlisted) have either sufficient retainability to complete the commitment associated with the ADSC-incurring event or a retainability waiver. (T-1)



2.12.3. Thoroughly reviews the Automated Records Management System to ensure it contains the appropriate ADSC counseling statements for unexpired or projected ADSC dates. (T-1)

2.12.4. Establishes coordination procedures among all Military Personnel Flight (MPS) and Education Service and Human Resource Flight work centers and base units, and maintains an active liaison with those units to ensure effective ADSC management.

2.12.5. Ensures Education Services Officers and all serviced unit commanders understand their responsibilities.

2.12.6. At bases conducting any ADSC-incurring training, ensures all individuals attending such training have a completed AF Form 63 on the first day of training. Also ensures enlisted members have sufficient retainability to fulfill the ADSC associated with the education or training. (T-1)

2.12.7. Does not allow members to proceed to education or training contained in Attachment 2 and Attachment 3 without a completed AF Form 63 or other ADSC acknowledgment when required. Does not allow enlisted members without sufficient retainability to proceed to education or training. (T-1)

2.12.8. Contacts HQ AFPC/DP2LT for any Active Duty Service Commitment Date adjustments to include excess leave adjustments (see paragraph 3.2.3.).

2.12.9. Verifies the ADSCD on receipt of a notice of establishment or change of ADSCD (see paragraph 3.3.). (T-1)

2.12.10. Processes requests for formal ADSC reviews (see paragraph 3.9.). (T-1)

### **2.13. Education Services Officer (ESO):**

2.13.1. When a member accepts Tuition Assistance, the Education Service Officer will update the Air Force Automated Education Management System (AFAEMS). Normally, the update to AFAEMS will flow an update to the Military Personnel Data System (MilPDS) to capture the appropriate ADSC. (T-1)

2.13.2. In the event the ADSC does not update automatically, the Education Service Officer will utilize the Air Force Automated Education Management System (AFAEMS) to obtain the necessary documentation to send to AFPC/DP2LT for a manual update. (T-1)

**2.14. Unit Commander:** Ensures members who are directed to attend an education or formal training course, whether via PCS, TDY, or Permanent Change of Assignment (PCA), process through the Force Support Squadron's Military Personnel Flight for ADSC counseling and completion of the AF Form 63 or other required ADSC acknowledgment before entering an ADSC-incurring event. (T-1)

**2.15. Training Course Managers:** Notifies AFPC/DP2LT when new courses are added to Education and Training Course Announcement (ETCA) program.

## Chapter 3

### ADSC PROCEDURES

#### 3.1. Completing an ADSC agreement (AF Form 63, AF Form 1056, or Statement of Understanding) (OPR: AFPC/DP2LT).

3.1.1. The Force Support Squadron's Military Personnel Flight counsels the member on the ADSC-incurring event.

3.1.1.1. Accepting an ADSC-incurring event:

3.1.1.1.1. For officers: the member formally accepts the ADSC-incurring event on the AF Form 63, Section II. Upon completion, the member returns the completed form to AFPC/DP1TAM.

3.1.1.1.2. For enlisted the AF Form 63 is required only if the member is/or will become eligible for retirement before completing the ADSC. The member formally accepts the ADSC-incurring event on the AF Form 63, Section II. Upon completion, the member returns the completed form to AFPC/DP2LT.

3.1.1.2. If a member declines an ADSC-incurring event:

3.1.1.2.1. For officers: The member formally declines the ADSC-incurring event on the AF Form 63, Section II and returns it to AFPC/DP1TAM. The Military Personnel Flight suspends all processing for the ADSC-incurring event.

3.1.1.2.2. For enlisted only. The member formally declines the ADSC-incurring event on the AF Form 964 to the Military Personnel Flight of the Force Support Squadron. The Military Personnel Flight updates the assignment availability code to reflect mandatory separation (in accordance with AFI 36-2110). **EXCEPTIONS:** For members applying for separation or retirement via the virtual Military Personnel Flight (vMPF) self-service applications, the in-system application automatically updates the assignment availability code. For members declining a PCS only, he or she signs an AF Form 964, PCS, Temporary Duty (TDY) or Training Declination Statement.

3.1.2. The Military Personnel Flight distributes a copy of the AF Form 964 to the member's respective AFPC Air Force Specialty Code Assignment Team.

#### 3.2. Updating the Active Duty Service Commitment Date (ADSCD) and ADSC Reason Code (see Attachment 2 for Reason Code listing) (OPR: AFPC/DP1TAM and AFPC/DP2LT).

3.2.1. AFPC/DP1TAM updates the Military Personnel Data System (MilPDS) with the ADSCD and ADSC Reason Code for all members (except health professions and judge advocate officers) upon receipt of completed AF Form 63 or other ADSC documentation. **EXCEPTION:** AFPC/DP1TAM will update ADSCD for the Air Force Intern Program (AFIP) or Professional Military Education regardless of competitive category. Also, after a decision is made by AF/JAX, AFPC/DP1TAM will update Air Force Institute of Technology (AFIT) ADSCD for judge advocate officers. ADSCD begins upon graduation or completion date of training or education, unless otherwise stated. ADSCD for Key Leadership Position (KLP) positions begin upon duty effective date.

3.2.2. If course graduation date changes or the member does not complete the training, the Military Personnel Flight will contact AFPC/DP1TAM to adjust the Active Duty Service Commitment Date.

3.2.3. When adjusting a person's service dates to account for lost time (e.g., confinement), AFPC/DP2LT will adjust the ADSCD upon receipt of the AF Form 2098, *Duty Status Change*, from AFPC/DP2LT by adding one day for each lost day. AFPC/DP2LT will also adjust ADSCDs by adding one day for each day of excess leave.

3.2.4. The Office of Primary Responsibility for ADSC Military Personnel Data System updates is:

3.2.4.1. Office of The Judge Advocate General, Professional Development Directorate (AF/JAX) for Judge advocate officers who participated in the Excess Leave Program.

3.2.4.2. Nurse Utilization & Education Branch (AFPC/DP2NN) for Health professions officers.

**3.3. Verifying the Active Duty Service Commitment Date (ADSCD) on receipt of a notice of establishment or change of ADSCD Report on Individual Person (RIP). The Force Support Squadron will:**

3.3.1. Ensure the ADSCD is correct on the RIP. If incorrect contact AFPC/DP2LT.

3.3.2. Ensure supporting documents are archived in Automated Records Management System. If the documentation is not on file, the current servicing Military Personnel Flight should immediately advise member of the ADSC and the requirement to document it.

3.3.3. Give the Report on Individual Person (RIP) to the member if the ADSCD is correct and the documentation is in the Automated Record Management System.

**3.4. Missing Documentation (OPR: AFPC/DP2LT).** When a member's personnel records does not contain an AF Form 63 or other required ADSC acknowledgment for a specific ADSC-incurring event in which the member participated, the current servicing Military Personnel Flight or member takes the following actions:

3.4.1. Contact AFPC/DP2LT to determine if AFPC has a copy of the documentation.

3.4.2. If no copies of the documentation are found:

3.4.2.1. Advise the member of the discrepancy using documentation provided by AFPC/DP2LT.

3.4.2.2. When the member in-processes for a PCS or on temporary duty (TDY) without an AF Form 63, contact AFPC/DPTO to issue a Category One Processing Discrepancy (see AFI 36-2102) to the losing Military Personnel Flight. If the gaining Military Personnel Flight allows the member to enter the ADSC-incurring event without requesting an AF Form 63, AFPC/DPTO will also charge the gaining Military Personnel Flight with a Category One Processing Discrepancy.

**3.5. Declining an ADSC (7-day Option).** A member who declines the ADSC for a PCS or training must request separation or retirement within 7 calendar days of official notification (Excludes Health Professions Officers sponsored for education in Attachment 3). (T-1)

3.5.1. Members who establish a separation or retirement date under the 7-day option policy as an alternative to accepting an ADSC, who subsequently complete the ADSC-incurring event based on needs of the Air Force, are not obligated to serve beyond their established Date of Separation (DOS) or retirement date unless they withdraw their DOS or retirement (see AFI 36-3206 or AFI 36-3208).

3.5.2. Those who decline an ADSC and establish a DOS or retirement date must serve all existing ADSCs before separation or retirement unless an earlier DOS is approved.

### **3.6. Refusing to sign an ADSC Acknowledgment Form.**

3.6.1. If a member is advised of an ADSC and is presented the AF Form 63, he or she cannot proceed on the ADSC-incurring event without completing the AF Form 63 and returning it to the appropriate office at AFPC.

3.6.2. If a member refuses to sign the AF Form 63 to accept the ADSC, he or she cannot proceed on the ADSC-incurring event unless the member has met the provisions of paragraph 3.5.

3.6.3. If a member attends an ADSC-incurring event, but did not sign the AF Form 63 (at no fault of his or her own) he or she will not later be administered the ADSC without proper adjudication and advisement.

3.6.3.1. If evidence is presented that the member was or should have been aware of the ADSC, the member will have the ADSC applied to his or her Military Personnel Data System record.

3.6.3.2. If the member believes he or she is receiving an ADSC in error, he or she may follow the provisions in paragraph 3.9.

**3.7. ADSC Waivers.** The Secretary of the Air Force or his/her designee may, in appropriate cases, waive an unfulfilled ADSC when requested by a member in conjunction with applying for separation or retirement in accordance with provisions outlined in AFI 36-3206 (officers) or AFI 36-3208 (enlisted). **NOTE:** This process is not for Airmen that believe they have had an ADSC erroneously applied. For those cases, please refer to paragraph 3.9.

### **3.8. Failure to Complete the ADSC for Education, Bonus, or Similar Benefit, Title 37, U.S.C., Section 303a(e) or Section 373.**

3.8.1. Members who fail to complete their ADSC are subject to recoupment, unless waived in accordance with AFI 36-2649, *Voluntary Education Program*, of a prorated portion of the cost of educational assistance, financial bonus, or benefit.

3.8.2. Members remaining on active duty do not have the option of reimbursing the government in lieu of fulfilling an ADSC. **EXCEPTION:** Members who must repay Tuition Assistance in full as directed by the government (incomplete grade, failing grade, or class dropped) may request removal of the ADSC. The Military Personnel Flight or Education Services Officer will confirm recoupment action and coordinate with AFPC/DP2LT to remove ADSC from member's records.

**3.9. Resolving an ADSC discrepancy (Formal Review Process) (OPR: AFPC/DP2LT).** It is vital members and the Air Force quickly resolves ADSC issues surfaced by the member, record

reviews, or other means. The Force Support Squadron does not make the final decision on ADSC issues, but should advise members of the information discovered.

3.9.1. The Force Support Squadron and/or the member ensures a review of the member's record is complete and at a minimum complete the following actions:

3.9.1.1. Review the member's ADSC documentation.

3.9.1.2. Contact the Flight Management Office for record of all flying training the member has completed.

3.9.1.3. Contact the Education Center to verify all ADSCs for tuition assistance are properly recorded.

3.9.1.4. Ensures the Automated Record Management System contains the appropriate AF Form 63 and, if missing, follows the steps in paragraph 2.14.

3.9.1.5. The Force Support Squadron, during initial notification sends the supporting documents to AFPC/DP2LT and requests a review of the ADSC in question.

3.9.1.6. Upon receipt of AFPC/DP2LT's review response, the Force Support Squadron notifies the member of the results and provides a copy to the member.

3.9.1.7. If the member disagrees with the AFPC/DP2LT ADSC decision, the Force Support Squadron will notify AFPC/DP2LT. AFPC/DP2LT will forward the case to AFPC/DP3DA for an additional review.

3.9.1.8. AFPC/DP3DA will then adjudicate the case. If the answer is clear that the member should incur the ADSC, due to current policy, AFPC's adjudication is final. However, if there is any question to applicability, AFPC/DP3DA will forward the case to AF/A1P for further staffing.

3.9.1.9. AF/A1P will facilitate staffing the request to the SAF/MR for final adjudication. **NOTE:** A proper package should include all relevant information regarding why a member should or should not receive the ADSC.

3.9.1.10. In cases where there is a question regarding applicability of the ADSC, the decision of the SAF/MR is binding.

SHON J. MANASCO  
Assistant Secretary of the Air Force  
(Manpower and Reserve Affairs)

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

- Title 5, U.S.C., Section 8140, *Members of the Reserve Officers' Training Corps*
- Title 10, U.S.C., *Chapter 40 – Leave*
- Title 10, U.S.C., Section 653(a), *Minimum Service Requirements for Certain Flight Crews Positions*
- Title 10, U.S.C., Section 708, *Education leave of absence*
- Title 10, U.S.C., Section 972, *Members: effect of lost time*
- Title 10, U.S.C., Section 1734, *Career Development*
- Title 10, U.S.C., Section 2004, *Detail of Commissioned Officers as Students at Law Schools*
- Title 10, U.S.C., Section 2005, *Advanced Education Assistance*
- Title 10, U.S.C., Section 2007, *Payment of Tuition for Off-duty Training or Education*
- Title 10, U.S.C., Section 2114, *Students: Selection, Status, Obligation*
- Title 10, U.S.C., Section 2603, *Acceptance of Fellowships, Scholarships, or Grants*
- Title 10, U.S.C., Section 9348, *Cadets: Agreement to Serve as Officer*
- Title 37, U.S.C., Section 303a(e), *Special Pay: General Provisions*
- Title 37, U.S.C., Section 373, *Repayment of Unearned Portion of Bonus, Incentive Pay, or Similar Benefit, and Termination of Remaining Payments, when Conditions of Payment not met*
- Title 38, U.S.C., Section 3319, *Authority to transfer unused education benefits to family members*
- DoDI 1315.18, *Procedures for Military Personnel Assignments*, 28 October 2015
- AFPD 36-20, *Accession of Air Force Military Personnel*, 5 November 2014
- AFPD 36-21, *Utilization and Classification of Air Force Military Personnel*, 20 June 2017
- AFPD 36-26, *Total Force Development*, 22 December 2015
- AFPD 41-1, *Health Care Programs and Resources*, 15 April 1994
- AFMAN 33-363, *Management of Records*, 1 March 2008
- AFI 11-202v1, *Aircrew Training*, 22 November 2010
- AFI 36-2008, *Voluntary Extended Active Duty (EAD) for Air Reserve Commissioned Officers*, 5 November 2002
- AFI 36-2011, *Air Force Reserve Officer Training Corps (AFROTC), Program*, 24 April 2018
- AFI 36-2019, *United States Air Force Academy (USAFA) and USAFA Preparatory School Admissions and Appointment Process and Programs*, 25 May 2018
- AFI 36-2102, *Base-Level Relocation Procedures*, 18 September 2006

AFI 36-2110, *Assignments*, 22 September 2009

AFI 36-2603, *Air Force Board for Correction of Military Records (AFBCMR)*, 18 September 2017

AFI 36-2606, *Reenlistment and Extension of Enlistment in the United States Air Force*, 27 July 2017

AFI 36-2649, *Voluntary Education Program*, 1 October 2014

AFI 36-3003, *Military Leave Program*, 11 May 2016

AFI 36-3004, *Aviation Bonus (AVB) Program*, 26 July 2017

AFI 36-3203, *Service Retirements*, 15 September 2015

AFI 36-3206, *Separation of Commissioned Officers*, 9 June 2004

AFI 36-3208, *Administrative Separation Of Airmen*, 9 July 2004

AFI 41-109, *Special Pay for Health Professionals*, 14 January 2015

AFI 41-117, *Medical Service Officer Education*, 25 March 2015

AFI 51-103, *Judge Advocate Professional Development*, 3 September 2013

AFI 51-1301, *Judge Advocate Continuation pay (JACP) Program*, 15 January 2008

AFI 63-101/20-101, *Integrated Life Cycle Management*, 9 May 2017

### ***Prescribed Form***

AF Form 63, *Active Duty Service Commitment (ADSC) Acknowledgement Statement*

### ***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*

AF Form 964, *PCS, TDY, Deployment, or Training Declination Statement*

AF Form 2098, *Duty Status Change*

AF Form 4406, *Post 9/11 G.I. Bill Transfer of Educational Benefits Statement of Understanding*

AFIT Form 9, *Initial or Change to Reporting Instructions*

### ***Abbreviations and Acronyms***

**ADHPLRP**—Health Professions Loan Repayment Program

**ADSC**—Active Duty Service Commitment

**ADSCD**—Active Duty Service Commitment Date

**AEGD-1**—One Year Advanced Education in General Dentistry

**AETC**—Air Education and Training Command

**AFHPSP**—Armed Forces Health Professions Scholarship Program

**AFIP**—Air Force Intern Program

**AFIT**—Air Force Institute of Technology  
**AFPC**—Air Force Personnel Center  
**AFPD**—Air Force Policy Directive  
**AFSC**—Air Force Specialty Code  
**AFSOC**—Air Force Special Operations Command  
**AFT**—Advanced Flying Training  
**ALO**—Air Liaison Officer  
**APDP**—Acquisition Professional Development Program  
**AvB**—Aviation Bonus  
**AWOL**—Absent Without Leave  
**CAP**—Critical Acquisition Position  
**CIP**—Career Intermission Program  
**CONUS**—Continental United States  
**CRO**—Combat Rescue Officer  
**DEROS**—Date Eligible for Return from Overseas  
**DOS**—Date of Separation  
**EAD**—Extended Active Duty  
**ELP**—Excess Leave Program  
**ESO**—Education Services Officer  
**ETCA**—Education and Training Course Announcement  
**FLEP**—Funded Legal Education Program  
**FSS**—Force Support Squadron  
**GPE**—Graduate Professional Education  
**GPR**—General Practice Residency  
**IPAP**—Interservice Physician Assistant Program  
**JICO**—Joint Interface Control Officers  
**MilPDS**—Military Personnel Data System  
**NECP**—Nurse Enlisted Commissioning Program  
**OTA**—Oracle Training Announcement  
**PCA**—Permanent Change of Assignment  
**PCS**—Permanent Change of Duty Station  
**PME**—Professional Military Education



**RIP**—Report on Individual Person

**RNLTD**—Report Not Later Than Date

**ROTC**—Reserve Officer Training Corps

**SOCOM**—Special Operations Command

**STO**—Special Tactics Officer

**TDY**—Temporary Duty

**TMS**—Training Management System

**TA**—Tuition Assistance

**UNT**—Undergraduate Navigator Training

**UPT**—Undergraduate Pilot Training

**USAFA**—United States Air Force Academy

**USUHS**—Uniformed Services University of the Health Sciences

**U.S.C.**—United States Code

### *Terms*

**Active Duty**—Full-time duty in the active military service of the United States.

**Active Duty Service Commitment (ADSC)**—A period of active duty a member must serve before becoming eligible for voluntary separation or retirement.

**Active Duty Service Commitment Date (ADSCD)**—The date the ADSC expires.

**ADSC—Incurring Event**—Any event for which a member incurs an ADSC.

**Career Enlisted Aviator**—Any 1AXXX enlisted aircrew member assigned to an authorized aircrew position.

**Concurrent**—To be served at the same time, together, simultaneously.

**Consecutive**—To proceed from one to another and be served in sequential order.

**Continental United States (CONUS)**—United States territory, including adjacent territorial waters, located within North America between Canada and Mexico (does not include Hawaii or Alaska).

**Date Eligible for Return From Overseas (DEROS)**—Date established for a member to complete his or her overseas tour and be eligible to return from overseas.

**Date of Separation (DOS)**—Date established by law/policy for the termination of active duty.

**Exception**—A request involving a policy, procedure, or other action in this instruction which is prohibited; is not addressed; a criterion is not met and there are no waiver provisions established; or, there are waiver provisions but that criteria is not met. A circumstance that does not conform to the normal rules, standards, usual occurrences, general principles, or the like.

**Excess Leave**—Leave granted that exceeds earned and advance leave and for which the service member is not entitled to pay and allowances (see AFI 36-3003).

**Extended Active Duty (EAD) Date**—Date a member started his or her active duty career.

**Health Professions Officer**—Includes Medical Corps (MC), Dental Corps (DC), Medical Service Corps (MSC), Nurse Corps (NC), and Biomedical Sciences Corps (BSC) officers, and applicants selected for or undergoing training or schooling to qualify them for service in the MC, DC, MSC, NC or BSC.

**Humanitarian PCS**—A permanent change of duty station to satisfy an Air Force requirement wherein an individual receives consideration because of severe personal problems.

**Instructor Qualification**—Course of instruction qualifying any rated officer to be an instructor, or qualifies Career Enlisted Aviators to perform instructor duties on the Major Weapon System.

**Judge Advocate Officer**—Includes officers designated as judge advocates in accordance with AFI 51-103 and serving in the Judge Advocate General's Corps, and applicants selected for or undergoing training or schooling to qualify them for such designation and service.

**Lost Time**—Time during which a member is AWOL, in confinement, or incapacitated due to alcohol, drugs or disease or injury resulting from the member's misconduct (10 U.S.C. 972).

**low-cost PCS**—a PCS between duty locations when it is determined in advance of approval of the PCS that the expected cost will not exceed \$ 1,000 of PCS entitlements. The new duty location must also be within commuting distance of the member's current residence.

**Misconduct**—As a basis for separation or retirement, includes substandard duty performance within a member's control, unacceptable conduct, moral or professional dereliction, interests of national security, court-martial conviction, and conduct rendering a member eligible for separation or retirement in lieu of court-martial.

**no-cost PCS (No Entitlement)**—A move in which no allowances are authorized to the Airman. This is a reassignment between activities at the same Permanent Duty Station (PDS) (not a PCS) or to a new duty station within the corporate limits of the same city or town. Use local Operations and Maintenance (O&M) funds as outlined in the Joint Federal Travel Regulation (JFTR) when the Airman must move their household goods because of the move. Do not use an Assignment Action Number (AAN), unless you use the PCS Identification (ID) Code "M" (as outlined in AFI 36-2110). Do not use PCS orders unless you include the statement that the Airman has no authorized PCS allowances.

**Non-rated Enlisted Aircrew Member**—An enlisted member qualified for aviation service, who has an AFSC with a K, Q, or X prefix, and is assigned to an approved aircrew position.

**Permanent Change of Duty Station (PCS)**—For ADSC purposes, a move between permanent duty stations that are not in the same corporate city limits or town.

**Permissive Permanent Change of Duty Station**—A PCS request initiated by a person, approved in limited circumstances, authorizing the person to proceed on a PCS at their own expense. For permissive PCS, the member is responsible to pay all expenses involved or associated with the PCS, and will still incur an ADSC for the permissive PCS.

**Rated Service**—Time an officer serves in the rated force, from award of an aeronautical rating to separation, promotion to colonel, grounding or retirement.

**Requalification Training**—Training in an aircraft in which a member was previously qualified.

**Retainability**—Time remaining to serve on active duty in the Air Force.

## Attachment 2

## OFFICER AND ENLISTED ADSCs

**Officer and Enlisted ADSCs.** Formal training courses are listed in the ETCA website at (<https://etca.randolph.af.mil>) or via the OTA database within MilPDS. If a formal training course is not in either of these systems, the rules in Attachment 2 do not apply.

Table A2.1. Officer and Enlisted ADSCs.

<b>R U L E</b>	<b>If the ADSC-incurring event is for: (Rules apply to all personnel unless otherwise indicated)</b>	<b>ADSC is</b>	<b>ADSC Reason code (see Attachment 2)</b>	<b>Remarks:</b>
<b>1</b>	EAD from a service academy (10 U.S.C. § 9348)	5 years (T-0)	29	1. Upon formal withdrawal or elimination from the program, the member will incur an ADSC of 2 years.
<b>2</b>	EAD from AFROTC	4 years (T-1)	31	1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33 as defined in AFI 36-2011. 2. If one accepted extended scholarship entitlements, he or she will serve an additional ADSC equivalent to the entitlement extension. The additional ADSC runs consecutively not concurrently to the original 4 year ADSC.
<b>3</b>	EAD for all other commissioning sources	4 years for Line and JAG corps officers (T-1)  3 years for Chaplains (T-1)	31	
<b>4</b>	EAD for recall to active duty	Equal to DOS on EAD orders (T-1)	31	
<b>5</b>	Direct Accession/Minimum Term of Service	3 years (T-1)	12	

<b>6</b>	PCS (CONUS to CONUS) (DoDI 1315.18)	2 years (T-0)	11	1. Excludes “low cost” and “no cost” PCS. See AFI 36-2110 for additional details. 2. Permissive and Humanitarian PCS still incur an ADSC. However, the humanitarian PCS ADSC may be reduced to a six-month commitment if a hardship condition exists after PCS move.
<b>7</b>	PCS (Overseas to CONUS) (DoDI 1315.18)	1 year (T-0)	11	
<b>8</b>	PCS (CONUS to Overseas or Overseas to Overseas) (DoDI 1315.18)	Equal to initial DEROS; or subsequent changes to DEROS (T-0)	11	1. As an example: If a curtailment or extension occurs to the DEROS, the ADSC will be adjusted to match the new DEROS.
<b>9</b>	Promotions	2 years for promotion to E-7, E-8 (T-1)  3 years for promotion to E-9 (T-1)	10	1. There is no ADSC for officers. 2. There is no ADSC for enlisted promotions from E-1 through E-6. 3. See AFI 36-3203 for retired grade requirements.
<b>10</b>	Undergraduate Pilot Training (UPT) (10 U.S.C. § 653)	10 years (T-1)	80	1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.
<b>11</b>	Undergraduate Navigator Training (UNT)/Combat Systems Officer (CSO) (10 U.S.C. § 653)	6 years (T-0)	04	1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.
<b>12</b>	Undergraduate Air Battle Manager (UABMT) Training (W-ABM-BCS-TN)	6 years (T-1)	35	1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.
<b>13</b>	Undergraduate RPA Training (URT)	6 years (T-1)	37	1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.

14	<p>Advanced Flying Training (AFT): courses in the following categories:</p> <ul style="list-style-type: none"> <li>- Initial qualification (any fixed, rotary wing aircraft, or unmanned aerial system Remotely Piloted Aircraft (RPA))</li> <li>- Requalification (any fixed, rotary wing aircraft, or unmanned aerial system RPA), including senior officer qualification courses as defined in AFI 11-202v1</li> <li>- AETC Pilot Instructor Training (PIT), including senior officer qualification courses as defined in AFI 11-202v1</li> <li>- Rated Non-Commissioned Officer Aircrew members attending Advanced Flying Training</li> </ul>	No ADSC	05	<p>1. ETCA will be updated to reflect 'no ADSC' for the Advanced Flying Training courses that are covered by this rule.</p>
15	Test Pilot School (TPS) (all AFSCs)	3 years (T-1)	05	<p>1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.</p> <p>2. Test Pilot School graduates do not incur an ADSC for initial qualification, requalification, or PIT training if the training is in direct support of Flight Test or Test Pilot School Instructor duty. For these occurrences, AFMC will coordinate with AFPC for adjudication of these ADSCs.</p>

16	USAF Weapons Instructor Course (WIC) (all AFSCs)  Career Enlisted Aviator Advanced Instructor Courses	3 years (T-1)	76	1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33. 2. Members selected for formal in-unit or unit funded courses that are listed in ETCA ( <a href="https://etca.randolph.af.mil">https://etca.randolph.af.mil</a> ) will still incur the ADSC. This rule is not intended to drive an ADSC for a non-formal course.
17	Flying Instructor Qualification courses	No ADSC	77	1. ETCA will be updated to reflect 'no ADSC' for the Flying Instructor Qualification courses that are covered by this rule.
18	TG-16A Pilot and Mission/Instructor Pilot (applies only to the 306th Flying Training Group)	No ADSC	89	1. ETCA will be updated to reflect 'no ADSC' for the Advanced Flying Training courses that are covered by these rules.
19	TG-15A/B Pilot and Mission/Instructor Pilot (applies only to the 306th Flying Training Group)	No ADSC	89	
20	Power Flight Program Pilot and Mission/Instructor Pilot Qualification (applies only to the 306th Flying Training Group)	No ADSC	91	
21	T-41 Pilot and Mission/Instructor Pilot (applies only to the 306th Flying Training Group)	No ADSC	87	
22	T-51, T-52, T-53A Pilot and Mission/Instructor Pilot (applies only to the 306th Flying Training Group)	No ADSC	87	
23	UV-18 Pilot Initial Qualification	No ADSC	92	
24	Initial Training: Combat Rescue Officer (AFSC 13DX) Air Liaison Officer (AFSC 13LX) and Special	6 years	84	1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.

	Tactics Officer (AFSC 13CX)			2. Applies to Air Liaison Officers, Combat Rescue and Special Tactics officers (ALO/CRO/STO). The ADSC for CRO will be associated with the AETC Combat Rescue Officer course. The ADSC for STO will be associated with the AFSOC Advanced Skills Training course. The ADSC for ALO will be associated with the AETC Air Liaison Officer Basic course.
25	Combat Aviation Advisor initial Mission Qualification Course (CAAMQC) (applies only to AFSOC)	4 years	93	<ol style="list-style-type: none"> <li>1. Due to operational requirements, Combat Aviation Advisor aircrew members may be required to crossflow/retrain into aircraft or airframes for AFSOC/SOCOM-directed missions. Therefore, they will not incur any additional Advanced Flying Training ADSCs while they are serving as Combat Aviation Advisors.</li> <li>2. AFSOC will notify AFPC/DP2LT of the effective date of the ADSC.</li> </ol>
26	<p>Career Enlisted Aviators attending Advanced Flying Training</p> <p>- Initial qualification (any fixed, rotary wing aircraft, or unmanned aerial system Remotely Piloted Aircraft (RPA))</p> <p>- Requalification (any fixed, rotary wing aircraft, or unmanned aerial system RPA)</p>	4 years unless otherwise specified in ETCA ( <a href="https://etca.randolph.af.mil">https://etca.randolph.af.mil</a> ) (T-2)	05	<ol style="list-style-type: none"> <li>1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.</li> <li>2. Members selected for formal in-unit or unit funded courses that are listed in ETCA (<a href="https://etca.randolph.af.mil">https://etca.randolph.af.mil</a>) will still incur the ADSC. This rule is not intended to drive an ADSC for a non-formal course.</li> <li>3. This rule does not apply to Nonprior Service Accessions attending initial/mission qualification training into their first major weapons system.</li> </ol>



27	Joint Interface Control Officers (JICO)	2 years	39	ACC/A3 will notify AFPC/DP2LT of the effective date of the ADSC.
28	Federally-sponsored fellowships and educational programs lasting 20 weeks (140 calendar days) or longer including, <b>but not limited to</b> , all advanced graduate programs, in-residence PME, Education with Industry, Advanced Studies Group programs, technical training, and AFIT non-clinical fellowships (10 U.S.C. § 2005 & DoDI 1332.10)	3 years (T-1)  <b>For Master's Degrees</b> , 3 times the length of the period of the education or training with a maximum of a 4.5 year ADSC (T-1)  <b>For Doctoral programs</b> , 5 years (Health Professions Officers follow Attachment 3. guidance) (T-1)	78	<ol style="list-style-type: none"> <li>1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.</li> <li>2. Members selected for formal in-unit or unit funded courses that are listed in ETCA (<a href="https://etca.randolph.af.mil">https://etca.randolph.af.mil</a>) will still incur the ADSC. This rule is not intended to drive an ADSC for a non-formal course.</li> <li>3. Examples of federally-sponsored fellowships include, but are not limited to, Secretary of Defense Corporate Fellowships, National Defense Fellowships, RAND Research Fellowships, White House Fellowships, Legislative Fellowships, Council on Foreign Relations Fellowships, and National Security Fellowships.</li> <li>4. AFIT students who are attending AFIT on a part-time basis will not incur an ADSC for completion of AFIT courses.</li> <li>5. For AFIT students attending civilian institutions, this ADSC will normally begin upon graduation. However, failure to complete a thesis or dissertation is not considered formal elimination or withdrawal if all requisite coursework has been completed and will not excuse a member from serving the full prescribed ADSC.</li> </ol>
29	Corporate, foundation, or educational institution sponsored fellowships, scholarships, and grants (10 U.S.C. § 2603)	3 times the length of training (Health Professions Officers follow Attachment 3 guidance) (T-0)	32	<ol style="list-style-type: none"> <li>1. Upon formal withdrawal or elimination from the program, the member will incur a 2-year ADSC using Reason Code 33.</li> </ol>

30	Computer Network Operations Development Program (CNODP)	1 year for each year in the CNODP	38	1. Upon formal withdrawal or elimination from the program, the member will incur an ADSC using Reason Code 33 for 1 year or equivalent to the time spent in training, whichever is greater.
31	Tuition Assistance of any length or cost (commissioned officers only) (10 U.S.C. § 2007)	2 years (T-1)	09	1. The ADSC begins after the last date of the term
32	Post-911 GI Bill Transfer of Education (38 U.S.C. § 3319)	4 years (T-0)	85	
33	Legal Education--Funded Legal Education Program (FLEP) and Excess Leave Program (ELP) (10 U.S.C. § 2004)	FLEP: 2 years for each year of education; (T-0)  ELP: 4 years; (T-0)  FLEP/ ELP combined: minimum of 5 years (T-0)	79	1. ADSC begins upon completion of any other unfulfilled ADSC (e.g., EAD). Additionally, no portion of the education period (including legal internship) may satisfy any existing ADSC. <b>EXCEPTION:</b> The ADSC for initial PCS to Law School is fulfilled during the education period. 2. FLEP students who withdraw or eliminate must serve one year for each year, or part thereof, of participation in the program. 3. ELP students who withdraw or eliminate must serve one month for each month of participation in the program.
34	Air Force Educational Leave of Absence (10 U.S.C. § 708)	2 months for each month of the period of the leave of absence program (T-1)	08	
35	Assignment to a Critical Acquisition Position (CAP) under the Acquisition Professional Development Program (APDP) (10 U.S.C. § 1734 and AFI 63-101/20-101)	3 years from effective duty date; 4 years from effective duty date for program manager or deputy program manager (T-0)	72(3yrs) 73(4yrs)	

<b>36</b>	Assignment to a Key Leadership Position (KLP) (AFI 63-101/20-101)	Determined by the Service Acquisition Executive (SAE) prior to selection of position (T-0)	86	1. ADSC will begin from effective duty date into KLP position. If member is transferred/removed from the KLP position, the ADSC incurred will be adjusted/removed on the effective date to a non-KLP position.
<b>37</b>	Eliminated, withdrawal, or resignation of training	2 years or the length of the program ADSC, whichever is less	33	1. ADSC is calculated from the original projected course graduation date.
<b>38</b>	Aviation Bonus (AvB)	Reference Aviation Bonus Agreement	70	See AFI 36-3004
<b>39</b>	Blended Retirement Continuation Pay	4 years	55	
<b>40</b>	Judge Advocate Continuation Pay (JACP)	ADSC is stipulated by AFI 51-1301	90	
<b>41</b>	Interservice Transfers	6 years for rated officers  3 years for Chaplains  4 years for all others	98 (3 years)  31 (4 years)  98 (6 years)	
<b>42</b>	Career Intermission Program (CIP) (10 U.S.C. Chapter 40)	2 months for every 1 month in CIP (T-0)	08 – Enlisted 54 – Officer	
<b>43</b>	World Class Athlete Program (WCAP)	3 years	56	1. Member will incur a 2-year ADSC for voluntary withdrawal from the WCAP, except in the case where an injury results in the member's inability to continue training. 2. AFSVA/SVOR will notify AFPC/DP2LT when a member is selected for WCAP to ensure the AF Form 63 is completed.

## Attachment 3

## HEALTH PROFESSIONS OFFICER ADSCs

Table A3.1. Health Professions Officer ADSCs.

<b>R U L E</b>	<b>If the ADSC incurring event is for</b>	<b>ADSC is</b>	<b>ADSC Reason code</b>	<b>Legal Citation</b>
<b>1</b>	EAD from a service academy	5 years (see notes 1 and 3) (T-0)	29	10 U.S.C. § 9348
<b>2</b>	Direct Accession / Minimum Term of Service	2 years following internship for physicians (T-1); 3 years for all other Health Professions Officers (T-1)	12	AFPD 36-20
<b>3</b>	EAD from AFROTC	4 years (see notes 1 and 3) (T-1)	50	5 U.S.C. § 8140 10 U.S.C. § 2005, 2103-2110 AF Form 1056
<b>4</b>	Uniformed Services University of the Health Sciences (USUHS) Doctor of Medicine (MD) degree awarding program only	7 years (see notes 1, 3, 4, 5 and 7)	53	10 U.S.C. § 2114
<b>5</b>	Armed Forces Health Professions Scholarship Program (AFHPSP)	½ year for each ½ year or portion thereof, minimum 2 years; concurrent with minimum term of service (see notes 3, 4, 5, 7 and 9)	52	AFPD 36-20
<b>6</b>	Initial AEGD-1/GPR (Dental Corps)	Participation in these two skill enhancement programs incurs no additional ADSC for the officer and does not fulfill any existing ADSC.	45	AFPD 36-20
<b>7</b>	GPE internship/residency (in a military training program)	½ year for each ½ year or portion thereof, minimum 2 years (see notes 1, 3, 5, 6, 7, 9 and 10)	45	AFPD 36-20

<b>8</b>	GPE internship/residency (sponsored in a civilian training program, e.g., AFIT)	½ year for each ½ year or portion thereof, minimum 2 years (see notes 1, 3, 4, 5, 7, 9 and 10)	45	AFPD 36-20
<b>9</b>	GPE internship/residency (deferred/re-deferred)	Existing ADSC, minimum 2 years (see notes 1, 3, 7 and 10)	45	AFPD 36-20
<b>10</b>	Financial Assistance Program (FAP)	½ year for each ½ year or portion thereof, minimum 2 years; concurrent with minimum term of service	45	AFPD 36-20
<b>11</b>	GPE (clinical) fellowship (in a military training program)	½ year for each ½ year or portion thereof, minimum 2 years (see notes 1, 3, 5, 6, 9 and 10)	32	AFPD 36-20
<b>12</b>	GPE (clinical) fellowship (sponsored in a civilian training program, e.g., AFIT)	½ year for each ½ year or portion thereof, minimum 2 years (see notes 1, 3, 4, 5, 9 and 10)	32	AFPD 36-30
<b>13</b>	Federally-sponsored fellowships and educational programs lasting 20 weeks (140 calendar days) or longer including, but not limited to, all advanced graduate programs, in-residence PME, Education with Industry, Advanced Studies Group programs, technical training, and AFIT non-clinical fellowships	3 years (see notes 1, 3, 4 and 8)	78	AFPD 36-20 AFPD 36-26 AFPD 41-1
<b>14</b>	Interservice Physician Assistant Program (IPAP) and Nurse Enlisted Commissioning Program (NECP)	3 years for 1st year, then ½ year for each ½ year or portion thereof. (see notes 1, 3 and 4)	98	DoDI 1322.10
<b>15</b>	Full-time Masters or Doctorate program – AFIT or Air Force Medical Service (AFMS) sponsorship	3 years for 1st year, then ½ year for each ½ year or portion thereof. (see notes 2, 4, 8 and 12)	02	AFPD 36-20 AFPD 41-1
<b>16</b>	Health Professions Loan Repayment Program (ADHPLRP) – accession & retention	Minimum 2 years, or 1 year for each annual repayment, whichever is greater (see notes 3 and 11)	44	AFPD 36-20

**NOTES:**

The ADSCs for all health care provider special and incentive pays, and accession and retention bonuses which require contractual agreements, shall be in accordance with 37 U.S.C. Chapter 5 and as prescribed by the Assistant Secretary of Defense for Health Affairs (ASD(HA)) under guidance of DoDI 6000.13, which is implemented through AFPD 36-20.

1. Members who withdraw or eliminate incur an ADSC of 2 years or the length of time in training, whichever is greater, not to exceed the ADSC for program completion. (**Exception:** AFROTC cadets who withdraw or eliminate incur the ADSC set out in AFI 36-2011. USUHS medical students who withdraw or eliminate incur an ADSC equal to the period participated in the program, minimum of 1 year.)
2. Members who withdraw or eliminate incur an ADSC of 3 years or the length of time in training, whichever is greater, not to exceed the ADSC for program completion.
3. Do not use any period of an educational or training program to satisfy ADSC.
4. Members serve this ADSC after fulfilling all previously existing educational or initial accession ADSCs.
5. Extensions of training (beyond original approved completion date) will incur ½ year ADSC for each ½ year extension or portion thereof.
6. Members serve this ADSC consecutively with other ADSCs incurred for GPE training.
7. Required to fulfill 3 year minimum term of service or 2 year minimum term of service following internship for Medical Corps.
8. For AFIT students attending civilian institutions and USUHS students, this ADSC will normally begin upon graduation. However, failure to complete a thesis or dissertation is not considered formal elimination or withdrawal if all requisite coursework has been completed and will not excuse a member from serving the full prescribed ADSC.
9. Do not use any period without possession of a current, valid unrestricted license or approved waiver, if a health care provider (HCP), to satisfy ADSC.
10. Graduate Professional Education (GPE) is the education that begins after completion of the basic professional degree and is comprised of internships, residencies, and fellowships completed by physicians, dentists, veterinarians, or other health care specialists in their respective professional fields. For Nurse Corps, clinical fellowships may authorize sub-specialization suffix to the parent (primary) 4-digit AFSC upon completion of the clinical fellowship program, OR fellowship training may be limited to only a single 3-digit AFSC career field; whereas non-clinical fellowships do not provide sub-specialization suffix to the parent (primary) 4-digit AFSC upon completion of the non-clinical fellowship program, or fellowship training may be open to more than one 3-digit AFSC career field.
11. ADSC for accession ADHPLRP will be served first when combined with an existing medical education or training ADSC. ADSC for contractual multiyear pay, to include multiyear incentives will be served consecutively and after the ADHPLRP ADSC.
12. ADSC incurred for participation in a military clinical psychology internship program may be served concurrently with an ADSC incurred for the AFHPSP.

**Attachment 4****PREVIOUS AND CURRENT ACTIVE DUTY SERVICE COMMITMENT REASON  
CODES WITH CLEAR TEXT TITLES**

- 01 Air Force Institute of Technology (Education with Industry)
- 02 Air Force Institute of Technology
- 03 Technical Training
- 04 Undergraduate Flying Training (UPT (prior to 1 Oct 99), UNT, URT)
- 05 Advanced Flying Training
- 06 Thunderbirds
- 07 Professional Military Education
- 08 Education Absence of Leave/Enlisted CIP
- 09 Tuition Assistance
- 10 Promotion
- 11 Permanent Change of Duty Station
- 12 Minimum Term of Service
- 13 Selective Continuation
- 14 1st Manned Space-flight Control Squadron (MSFSG/HQ AFSCF Tour)
- 15 FBI Academy
- 16 Air Force Intern Program
- 17 Airborne Warning and Control System Course (AWACS)
- 18 Initial Missile Qualification
- 19 Air Traffic Control Upgrade Training Officer Program
- 20 Junior Officer Cryptologic Career Program
- 21 Air Force Office of Special Investigation (AFOSI) Senior Investigation Course
- 22 White House Fellowship Program
- 23 Funded Legal Education Program
- 24 Excess Leave Legal Education Program (ELLEP)
- 25 AFMC Scientist and Engineering Exchange Program
- 26 Research Associate Program
- 27 Miscellaneous Education/Professional Training
- 28 Accept Indefinite Reserve Status
- 29 USAF Academy
- 30 Recalled to Active Duty
- 31 Extended Active Duty
- 32 Fellowship, Scholarship, Grant, TNG # include Health Svc Officers
- 33 Eliminate, withdraw, resign, TNG # include Health Svc Officers
- 34 Educational Leave of Absence
- 35 Airborne Battle Manager (ABM) Ground Training
- 36 Airborne Battle Manager (ABM) Initial flying Training Qualification Training
- 37 Undergraduate Remote Pilot Aircraft (RPA) Training (URT)
- 38 Computer Network Operations Development Program (CNODP)
- 39 Joint Interface Control Officers (JICO)
- 40 Internship Health Services Officer
- 41 Medical, Dental or Veterinarian Student Program
- 42 Senior Medical, Dental or Veterinarian Student Program

- 43 Post Graduate or Graduate Health Services Professional Education Training
- 44 Health Professions Loan Repayment Program (HPLRP)
- 45 Residency Training
- 46 Additional Special Pay
- 47 Health Professions Incentive Special Pay
- 48 Health Professions Multi-year Special Pay or Retention Bonus
- 49 Continuation Pay for Dental Corps in Training or Payback Status
- 50 ROTC Pre-Health
- 51 ROTC Education Delay
- 52 Health Professions Scholarship Program (HPSP)
- 53 Uniformed Services University of the Health Sciences (USUHS)
- 54 Career Intermission Program
- 55 Blended Retirement Continuation Pay
- 56 World Class Athlete Program
- 60 Engineering or Scientific Career Continuation Pay
- 61 Manned Space Flight Engineer/Payload Specialist
- 62 Laboratory Associates Program
- 63 Minute Man Education Program
- 64 Defense Advanced Language Area Studies Program
- 65 Special Agreement with Specified Period of Time Contracts
- 66 Medical Unique Situations
- 67 Medical Personnel Over 60
- 68 Intelligence Program
- 69 Critical Skills Retention Bonus (CSRB)/Zone E (SRB)
- 70 Aviator Continuation Pay (ACP)
- 71 Pilot Bonus Transition
- 72 Critical Acquisition Position (3 years)
- 73 Critical Acquisition Position Program Manager (4 years)
- 74 Health Professions Accession Bonus
- 76 USAF Weapons Instructor Course (WIC)
- 77 Instructor Qualification (Other than PIT)
- 78 All In-residence Education, including all AFIT Programs
- 79 Funded Legal Education Program (FLEP) and Excess Leave Program (ELP)
- 80 Undergraduate Pilot Training (UPT)
- 84 Combat Rescue Officer (CRO)/Special Tactics Officer (STO)/Air Liaison Officer (ALO)
- 85 Post 9-11 GI Bill Transfer of Education Benefits
- 86 Key Leadership Position
- 87 T-41, T-51, T-52, and T-53A Pilot and Msn/Instructor Pilot
- 89 TG-16A and TG-15A Pilot and Msn/Instructor Pilot
- 90 Specialty Pay Legal Officers
- 91 Power Flight Program
- 92 UV-18 Pilot Initial Qualification
- 93 Combat Aviation Advisor
- 98 Other
- 99 Unknown