

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

**DEPARTMENT OF THE AIR FORCE  
INSTRUCTION 36-2688**



**3 NOVEMBER 2022**

***Personnel***

***COMMUNITY COLLEGE OF  
THE AIR FORCE***

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OPR: AF/A1D

Certified by: SAF/MR

Pages: 18

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This publication implements Department of the Air Force Policy Directive (DAFPD) 36-26, *Total Force Development and Management*. It is consistent with Title 10 United States Code (USC) § 9415, *The Community College of the Air Force: associate degrees*, and § 9417, *Degree Granting Authority for Air University*. It is also consistent with Department of Defense (DoD), and Department of the Air Force (DAF) directives for the administration of the 1954 federal policy on accreditation of federally chartered degree-granting institutions. This publication applies to DAF civilian employees and uniformed members of the United States Space Force, the Regular Air Force (RegAF), the Air Force Reserve, and the Air National Guard. In collaboration with the Chief of Air Force Reserve (AF/RE), the Director of the Air National Guard (NGB/CF), and the Deputy Chief of Space Operations for Human Capital (SF/S1), the Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1) develops personnel policy for Total Force Development. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility listed above for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the Office of Primary Responsibility listed above using the DAF Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate chain of command. 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 DAFMAN 90-161, *Publishing Processes and Procedures*, Table A10.1 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 office of primary responsibility (OPR) for non-tiered compliance items. The use, in this publication, of any non-Federal entity name, logo, trademark,

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## Chapter 1

### OVERVIEW

**1.1. Background.** This publication provides directive policy on the mission and responsibilities of the Community College of the Air Force (CCAF). It identifies CCAF-related responsibilities of commanders at various levels, describes key roles and functions of various positions at the CCAF, details responsibilities of the education services system to include Total Force base education and training managers, outlines basic responsibilities incurred by affiliation with the CCAF, summarizes CCAF authorities to provide oversight of affiliated schools, and reiterates CCAF program eligibility.

**1.2. Purpose.** In addition to offering the associate of applied science degree, CCAF is the focal point for developing, managing, and administering CCAF awarded professional certificate programs supporting the enhancement of mission readiness, professional development, and career transition of DAF enlisted members. In accordance with (IAW) DoDI 1322.25, *Voluntary Education Programs*, the DAF will continue to use the CCAF to document its members' academic and military credit in lieu of the joint service transcript.

**1.3. CCAF Mission.** Elevate the enlisted force by advancing technical and leadership capability across the career through degrees, credentials, and related programs to support recruiting, retention, career transition efforts, and mission capability and readiness.

**1.4. CCAF Vision.** CCAF strives to be the community college of choice, providing a path to higher learning for those with a calling to serve.

## Chapter 2

### ROLES AND RESPONSIBILITIES

**2.1. Commander, Air Education and Training Command (AETC/CC).** The AETC/CC, provides oversight and policy to the Commander, Air University with respect to CCAF. The Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1), the Assistant Secretary of the Air Force/Reserve Affairs and Airman Readiness (SAF/MRR), and the Chief Master Sergeant of the Air Force advise the Commander, Air Education and Training Command, concerning overarching CCAF goals and objectives to help align program outcomes with service and DoD force development objectives.

**2.2. Commander, Air University (AU/CC).**

2.2.1. The AU/CC is the CCAF governing authority and confers degrees upon CCAF graduates.

2.2.2. Establishes policies to include academic programs, accreditation, operations, philosophy, institutional mission, vision, and effectiveness.

2.2.3. Delegates to the AU Chief Academic Officer (AU/CAO) the authority to implement processes, procedures, and assigned tasks required to ensure the quality of and produce evidence demonstrating the efficacy of every AU program, including CCAF. CCAF will use this evidence to make decisions concerning the execution and continuous improvement of its programs. AU/CAO is also responsible for implementing processes, procedures, and tasks in a way that minimizes any additional work required to support institutional or specialized accreditation.

2.2.4. Assigns the Barnes Center Commander responsibility for governing the CCAF.

**2.3. AU Board of Visitors' CCAF Subcommittee.** The primary focus of the CCAF Subcommittee of the AU Board of Visitors is to provide independent assessments of operations at the CCAF and the effectiveness of policies and procedures. Any findings, observations, recommendations and/or requests for information are provided to the AU Board of Visitors for acceptance into meeting minutes for action. The CCAF Dean, as the CCAF Policy Council Chair, and CCAF Commandant are invited to the AU Board of Visitors' CCAF Subcommittee meetings as advisors.

**2.4. CCAF Policy Council.** The CCAF Policy Council is composed of representatives from all elements of the CCAF system and chaired by the CCAF Dean. The CCAF Policy Council meets annually and submits recommendations concerning academic policies, degree programs, award of credit, academic standards, affiliation of schools, and other policy matters to the CCAF Commandant for policy and concurrence. The CCAF Commandant, as an advisor to the AU Board of Visitors CCAF Sub-committee, elevates Policy Council items requiring the sub-committee's attention.

**2.5. Commander, Barnes Center (BCEE/CC).**

2.5.1. Assigns the CCAF Commandant responsibility for administering the CCAF.

2.5.2. Approves and provides adequate resources to the CCAF to effectively sustain mission operations.

## 2.6. Commandant, CCAF (CCAF/CC).

2.6.1. Ensures the CCAF system is in full compliance of the Southern Association of Colleges and Schools Commission on Colleges' accreditation requirements.

2.6.2. Serves as the approval and waiver authority for CCAF policies having DAF as well as other military service impact per DAF and DoD policy.

2.6.3. Ensures CCAF representation in the civilian higher education community and professional organizations.

**2.7. Dean, CCAF (CCAF/DE).** The CCAF Dean serves as the senior academic expert on all academic policy matters related to management of CCAF's undergraduate degree programs, certificate programs, and industry-recognized workplace credentials. The CCAF Dean is responsible for all academic-related programs, policies, and processes to ensure the CCAF mission success and works collaboratively with AU's Office of Academic Affairs (AU/OAA) to ensure compliance with the university's policy and procedures.

2.7.1. Serves as CCAF's senior academic representative, advocate, and spokesperson within the DAF, DoD, and within civilian academia.

2.7.2. Serves as the CCAF's subject matter expert and institutional focal point for ensuring compliance with AU's academic policies and the Southern Association of Colleges and Schools Commission on Colleges' accreditation standards.

2.7.3. Works collaboratively with CCAF leadership and stakeholder senior leaders in developing strategic, operational, and tactical plans, programs and policies. These plans and policies establish and institute a comprehensive education program and support services aligned with the CCAF, AU, MAJCOM, FLDCOM, DAF, and DoD objectives for enlisted force development. The purpose is to award academic and workplace credentials and enhance force capabilities and mission readiness.

2.7.4. Develops, determines effectiveness of, modifies, and serves as the approval authority for exception to policy (ETP) requests to the *CCAF Policies, Procedures, and Guidelines (PPG)*.

**2.8. CCAF Academic Departments.** CCAF Academic Department chairpersons and degree program managers within each CCAF academic department satisfy the Southern Association of Colleges and Schools Commission on Colleges' requirement that for each degree program, the institution assigns responsibility for program coordination, curriculum development, and review to persons academically qualified in the field. Degree program managers shall hold the 7-skill level and a minimum of 5 years of experience in their Control Air Force Specialty Code (CAFSC) or Space Force career field code and have been awarded their specialty-related CCAF Associate in Applied Science degree. It is desirable that degree program managers possess a higher degree (e.g., baccalaureate degree) as well as professional credential(s) (licensure or certification) commensurate with their specialty. Degree program managers are considered functional experts and are selected to their positions for career-field expertise in their Air Force specialty code or Space Force career field code.

2.8.1. CCAF Academic Department Chairperson performs the following functions:

2.8.1.1. Provide academic expertise to the oversight of assigned academic degree programs.

2.8.1.2. Ensure academic processes are in place to ensure compliance with CCAF and AU policies and to ensure alignment with the Southern Association of Colleges and Schools Commission on Colleges' accreditation standards.

2.8.1.3. Advise CCAF senior leadership on all academic matters concerning the department degree programs.

2.8.1.4. Oversee degree program managers in the execution of assigned duties.

2.8.1.5. Serve as a liaison and subject matter expert to career field officials on matters pertaining to AFSC-based degree programs and credentials.

#### **2.8.2. CCAF Degree Program Managers.**

2.8.2.1. Develop and maintain CCAF Associate in Applied Science degree programs for assigned AFSCs.

2.8.2.2. Monitor career field changes and the need for new degree programs or revision of existing degrees on a continuous basis.

2.8.2.3. Maintain communication with career field functional managers, civilian colleges and universities, as well as businesses and industries to ensure up-to-date degree programs are offered.

2.8.2.4. Evaluate curriculum content of DAF technical courses for award of collegiate credit.

2.8.2.5. Develop course descriptions commensurate with civilian academic institutions.

2.8.2.6. Advise CCAF Advisors on CCAF academic programs and policies.

2.8.2.7. Participate in Utilization and Training Workshops and Specialty Training Requirements Teams. These are forums conducted by the DAF Career Field Manager and AETC Training Pipeline Manager to develop and review life-cycle DAF Specialty performance and training requirements.

#### **2.9. CCAF Credentialing Program Managers.**

2.9.1. Develop, manage, and administer certificate and credentialing programs that directly broaden DAF members' occupational professional development.

2.9.2. Develop and maintain specialized courses that support certificate and credentialing programs.

2.9.3. Advise students and Education and Training Section (E&TS) Air National Guard Force Development Office staff worldwide on matters concerning credentialing opportunities, requirements, and policies.

2.9.4. Evaluate national credentials for award of CCAF collegiate credit. CCAF may award collegiate credit for national credentials applicable to specific degree programs and satisfy specific Technical Education and Program Elective requirements.

**2.10. CCAF Advisors.** In coordination with Air Force/Voluntary Education (AF/A1DLV), Force Development Flight Chiefs should select personnel assigned to be the installation-level RegAF and Air Force Reserve E&TS (FSS/FSDE) and Air National Guard Force Development Office (ANG/FDO) to provide CCAF student counseling and advisement. CCAF Advisors shall:

2.10.1. Attend CCAF Advisor training conducted by CCAF staff by either resident and regional training classes, distance learning, or training assistance visits.

2.10.2. Counsel enlisted members on CCAF Associate of Applied Science degree completion using policy contained in the *CCAF Advisor Handbook* and *CCAF General Catalog*.

2.10.3. Submit a CCAF Action Request in the Air Force Automated Education Management System on the Air Force Virtual Education Center (AFVEC) to process student record updates, civilian transcript evaluations, degree program enrollments, and degree candidacy nominations. The AFVEC is accessible at <https://afvec.us.af.mil/afvec/public/welcome>.

2.10.4. Installations are highly encouraged to conduct at least one CCAF graduation ceremony (either independently, or as part of a consolidated event) to ensure that graduates are properly recognized and diplomas are presented at an appropriate ceremony. It is recommended to defer to local DAF appropriate military-centric, installation-recognized private organizations such as the Chiefs' Group, First Sergeants' Council, Top-Three, or Company Grade Officers' Association to facilitate the event. The E&TS and Air National Guard Force Development Office staff will not organize or conduct graduation ceremonies but may serve as the liaison between CCAF and the private organization orchestrating the event. The E&TS and Air National Guard Force Development Office shall request a graduate listing and diplomas and provide them to the graduation event organizer.

**2.11. CCAF Affiliated Schools.** Affiliated schools shall meet standards established by AU's regional accrediting body, the Southern Association of Colleges and Schools Commission on Colleges, and CCAF. Details regarding the affiliation of prospective schools and the documentation described in this publication are found in the *CCAF PPG*. The *CCAF PPG* is directive in nature and compliance is mandatory.

2.11.1. To become an affiliated school and maintain affiliation, a school shall agree to accept certain responsibilities and comply with the requirements in the *CCAF PPG*. Affiliated schools shall be in operation of education or training DAF enlisted personnel where such education or training contribute to a CCAF Associate in Applied Science degree program.

2.11.2. Commanders with authority over CCAF-affiliated schools, programs, or courses are responsible for ensuring compliance with the *CCAF PPG*.

**2.12. CCAF Students.**

2.12.1. CCAF students are responsible for reading, understanding, and complying with, applicable requirements found in the *CCAF Student Handbook* and the *CCAF PPG*.

2.12.2. Current and former enlisted personnel, and other non-enlisted personnel who completed a CCAF credit-awarding course, may request an official CCAF transcript. Transcripts are provided at no cost.

2.12.3. The *CCAF Advisor Handbook* and *CCAF General Catalog* provide the procedures to order an official CCAF transcript. The *CCAF General Catalog* is accessible <https://www.airuniversity.af.edu/Barnes/CCAF/>.

### 2.13. Air Education Training Command and the Air Force Personnel Center.

2.13.1. MAJCOMs, FLDCOMs, and other Services, in conjunction with Air Force Personnel Center, shall assign personnel for faculty duty at off-campus instructional sites IAW the Faculty Hiring Priorities, outlined in [Table 2.1, Assignment Categories](#). Civilian and contract faculty may be hired to teach CCAF courses; however, these individuals must meet the same degree and qualification requirements as outlined in [paragraph 2.13.2](#). The *CCAF PPG* provides additional information regarding faculty qualifications.

2.13.2. Individuals assigned to faculty duty and teaching CCAF credit-awarding courses will be fully qualified, to include being awarded at least a two-year degree from an accredited institution in the discipline they will teach, and with at least one-year applied experience in the field/discipline.

2.13.3. Faculty members who have not completed a two-year degree may be assigned if the member requires no more than 12 semester hours to complete the required associate degree, and provided the degree is completed within 12 months of the date assigned instructor duty. These assignment selections should occur in the most exceptional or unique circumstances and require a waiver from the CCAF Dean (see para 2.13.4.). Individuals requiring more than 12 semester hours to complete an associate degree will not be selected for CCAF instructor duty.

2.13.4. Air Force Personnel Center Assignments (AFPC/DP2OSS) will use the categories in [Table 2.1](#) to assign personnel to faculty duty at CCAF affiliated school locations.

2.13.5. An ETP to the faculty qualifications in paragraphs [2.13.1](#) – [2.13.4](#) should only be requested and granted in exceptional cases. The approval authority for an ETP request is the CCAF Dean, and will only be granted in exceptional cases. Even with this exception, the member must have not more than 12 semester hours for degree completion and must have a plan in place to complete an associate degree within 12 months of being assigned to instructor duty. All assignment ETP requests shall include the statement that the position is a degree-mandatory position (i.e., “position is Category 1 for a degree-mandatory position”).

2.13.6. Volunteer/Non-volunteer Faculty: Air Education and Training Command shall ensure eligible enlisted personnel meet the education requirements in paragraphs [2.13.1](#) – [2.13.4](#) and with Air Force Personnel Center approval, fill instructor duty vacancies as required.



**Table 2.1. Assignment Categories.**

<b>CATEGORY</b>	<b>DEFINITION</b>
Category 1	Volunteer with a minimum associate degree in the academic discipline and a minimum of one year applied experience in the discipline field
Category 2	Non-volunteer with a minimum associate degree in the academic discipline and a minimum of one year applied experience in the discipline field
Category 3	Volunteer within 12 semester hours of completing an associate degree in the academic discipline and a minimum of one year applied experience in the discipline field
Category 4	Non-volunteer within 12 semester hours of completing an associate degree in the academic discipline and a minimum of one year applied experience in the discipline field

**2.14. Career Field Managers.** Career field managers collaborate with CCAF degree program managers to ensure the vocationally-based degree for their career field reflects strategic-level initiatives and career field changes. Career field managers also coordinate with CCAF degree program managers for their participation in career field Utilization and on Training Workshops and on Specialty Training Requirements Teams to advise other participants on CCAF academic policies and accreditation standards.

## Chapter 3

### AIR FORCE CREDENTIALING OPPORTUNITIES ONLINE (AFCOOL).

**3.1. Purpose.** AFCOOL is a DAF voluntary certification program which enables eligible and authorized DAF enlisted personnel to obtain and maintain professional certifications that will enhance their career opportunities while serving in the military and their competitiveness in advancing their post-military civilian careers.

3.1.1. The AFCOOL Program Office, located at CCAF, provides the execution of the AFCOOL program within the policy and guidelines established by AF/A1DLV. Specific program policies and procedures are outlined in DoDI 1322.33, *DoD Credentialing Programs*, and DAFI 36-2670, *Total Force Development*.

3.1.2. The AFCOOL Program Office provides information and operational oversight of the DAF Voluntary Certification Program. The term “certification” refers to any civilian industry-recognized professional certification, licensure, or registry.

### **3.2. Responsibilities.**

3.2.1. The CCAF Dean.

3.2.1.1. Makes operational decisions regarding inclusion or exclusion of certifications based on funding, available manpower, best interests of the DAF, etc. in close coordination with Air Force/Voluntary Education (AF/A1DLV).

3.2.1.2. Makes final decisions regarding AFCOOL website content, marketing strategies, and communication plans in close coordination with AF/A1DLV.

3.2.1.3. Authorizes ETPs for AFCOOL, and in coordination with AF/A1DLV, if necessary.

3.2.2. The Director of the AFCOOL Program.

3.2.2.1. Advises the CCAF Dean on the inclusion or exclusion of certifications using data products to justify the advised decision. The formulation of and research involving these decisions will be closely coordinated with AF/A1DLV.

3.2.2.2. Conducts periodic reviews of the AFCOOL website to assess modifications for implementation. These initiatives will be closely coordinated with AF/A1DLV and the CCAF Dean.

3.2.3. DAF members. Eligible DAF members participating the AFCOOL Program will follow the procedures in the *AFCOOL Handbook*, which is directive in nature and compliance is mandatory. (T-2) DAF members can access the AFCOOL Program through the AFVEC at <https://afvec.us.af.mil/afvec/au-abc/welcome>.

## Chapter 4

### ACCREDITATION

**4.1. Institutional Accreditation.** CCAF is a part of AU. AU is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, master's and doctoral degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of AU.

4.1.1. AU is regularly assessed by its accrediting agency, the Southern Association of Colleges and Schools on the quality of the education it provides. Major areas assessed include programs, faculty, and student success.

4.1.1.1. AU/OAA implements the university-wide program review and evaluation components of all AU and CCAF degree programs through the Office of Academic Affairs. Through CCAF, AU collects and evaluates documentation from educational programs, administrative support services, research programs, and non-instructional programs (i.e., Library, Registrar, Facilities). AU/OAA determines the degree to which program-level outcomes, goals, and continuous process improvement are met for all degree programs across the university IAW institutional, and/or specialized accreditation standards.

4.1.1.2. CCAF, as a part of the AU system, is subject to this review as are all schools, courses, and programs within the CCAF affiliated system.

**4.2. Specialized Accreditation of Degree Programs and Courses.** Selected CCAF associate in applied science degree programs and courses have specialized accreditation status with civilian accrediting and credentialing agencies. Specialized accreditation enhances the CCAF and its programs and services by recognizing aspects of quality which are measured against standards established by accrediting agencies, professions, and industries.

**4.3. CCAF Program Parameters.** To ensure compliance with *CCAF PPG*, and to protect the accreditation status of AU, CCAF affiliated schools must comply with certain program parameters, academic policies, and standards.

4.3.1. CCAF is a Title 10 program established to provide degree pathways and other workplace credentials for enlisted personnel (10 USC § 9415, Community College of the Air Force: associate degrees).

4.3.2. CCAF degrees are provided for by federal policy and are awarded under the authority of AU (10 USC § 9417).

4.3.3. CCAF is the avenue by which an enlisted member's academic credit/progress is documented (DoDI 1322.25).

4.3.4. Schools/courses may choose to voluntarily affiliate with CCAF. Schools that elect to affiliate with CCAF must comply with the *CCAF PPG* document.

4.3.5. CCAF does not have the authority to direct schools what to teach, methods of instruction, or how long a program will last. These responsibilities reside within the career field and school/program/course officials as applicable.

4.3.6. CCAF does not advise against or prohibit career fields/schools/courses/programs from making changes needed to curriculum content or methods, or other course changes as described above, nor does meeting institutional accreditation standards prohibit such changes.

4.3.7. Where course/program changes rise to level of substantive change as defined by the Southern Association of Colleges and Schools Commission on Colleges, CCAF is obligated to work with career fields/schools to ensure such changes are executed in alignment with sound academic practices and IAW accreditation requirements (see *CCAF PPG* for additional information).

## Chapter 5

### CCAF ASSOCIATE OF APPLIED SCIENCE DEGREE PROGRAM

#### 5.1. Eligibility.

5.1.1. DAF enlisted members (including RegAF, Space Force, Air National Guard, Air Force Reserve). **Note:** Individuals shall be in pay status. Active duty Air National Guard enlisted members shall be in an active status and receiving pay. Individuals classified with a Personnel Accounting Symbol Code S7 (Inactive Ready Reserve) are not authorized to participate.

5.1.2. Enlisted members of the armed forces other than the DAF who are serving as instructors at DAF training courses.

5.1.3. Enlisted members of the armed forces other than the DAF who are participating in CCAF affiliated joint service training and education courses.

5.1.4. Enlisted members from international services assigned to CCAF affiliated schools, courses or programs and serving as CCAF instructors.

5.1.5. Enlisted members who are combat-wounded, ill, or injured that commenced but did not complete the CCAF associate of applied science degree may continue participation after separation or retirement. To qualify, these enlisted personnel must:

5.1.5.1. Have been awarded a 9W-series Reporting Identifier (RI) for combat-related injuries or illnesses as reflected in the Military Personnel Data System. **(T-1)**

5.1.5.2. Have been participating in the degree program of enrollment at the time of separation or retirement. **(T-1)**

5.1.5.3. Complete degree requirements no later than 10 years from the date of separation or retirement, or from 30 December 2011 if they separated or retired between 12 September 2001 and 30 December 2011. **(T-1)**

## Chapter 6

### AU ASSOCIATE TO BACCALAUREATE COOPERATIVE (AU-ABC)

**6.1. Purpose.** The AU-ABC program links CCAF students and graduates with accredited civilian academic institutions that offer baccalaureate level educational opportunities to DAF enlisted members.

**6.2. Management.** CCAF manages the AU-ABC program. Interested civilian institutions must register on the Academic Institution Portal. Civilian institutions must submit applications for each individual degree program for review and approval.

**6.3. Program Categories.**

6.3.1. Category I programs are designed for CCAF graduates. Partner institutions must guarantee CCAF graduates will need no more than 60 semester hours of additional credit to complete approved AU-ABC degree program requirements. **(T-1)**

6.3.2. Category II programs are designed primarily for service members who are currently enrolled in a CCAF degree program. Partnering institutions will identify prerequisite coursework (no more than nine semester hours) that CCAF students need to complete as part of their CCAF General Education and Program Elective requirements. These courses will simultaneously fulfill both CCAF and AU-ABC degree requirements. Upon completion of a CCAF degree, the student is guaranteed that no more than 60 semester hours of additional credit will be required to complete AU-ABC program requirements. **(T-2)**

6.3.3. Category III degree programs are designed for CCAF graduates, but they must complete more than 60 semester hours of credit to meet all other AU-ABC program requirements. **(T-2)**

**6.4. AU-ABC Access.** DAF members can access the AU-ABC program information through the AFVEC at <https://afvec.us.af.mil/afvec/au-abc/welcome>.

**6.5. New Schools and Degree Programs.** The CCAF Dean must approve new schools and degree programs for inclusion in AU-ABC.

## Chapter 7

### GENERAL EDUCATION MOBILE (GEM)

**7.1. Purpose.** The GEM program links CCAF students to regionally accredited, partner civilian academic institutions offering online freshman and sophomore level courses to satisfy the CCAF general education requirements. These institutions must offer courses via distance learning. (T-2)

**7.2. Course Approval.** CCAF must approve all courses accepted in-transfer from GEM partners. CCAF provides overall administrative responsibility and is the approval authority for the GEM program. (T-2)

**7.3. GEM Access.** DAF members can access the GEM program information through the AFVEC at <https://afvec.us.af.mil/afvec/gem/welcome>.

JOHN A. FEDRIGO  
Principal Deputy Assistant Secretary of the Air  
Force  
Manpower and Reserve Affairs

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

10 USC § 9415, *Community College of the Air Force: associate degrees*  
10 USC § 9417, *Degree Granting Authority for Air University*  
DoDI 1322.25, *Voluntary Education Programs*, 15 March 2011  
DoDI 1322.33, *DoD Credentialing Programs*, 13 October 2021  
AFPD 10-3, *Operational Utilization of the Air Reserve Component Forces*, 29 November 2017  
DAFPD 36-26, *Total Force Development and Management*, 15 April 2022  
AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020  
DAFI 36-2670, *Total Force Development*, 25 June 2020  
DAFMAN 90-161, *Publishing Processes and Procedures*, 15 April 2022  
CCAF Advisor Handbook  
CCAF AFCOOL Handbook  
CCAF General Catalog  
CCAF Policies, Procedures, and Guidelines (PPG)  
CCAF Student Handbook

***Prescribed Forms***

None

***Adopted Forms***

DAF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**AETC**—Air Education and Training Command  
**AFI**—Air Force Instruction  
**AFCOOL**—Air Force Credentialing Opportunities Online  
**AFPC**—Air Force Personnel Center  
**AFSC**—Air Force Specialty Code  
**AFVEC**—Air Force Virtual Education Center  
**AU**—Air University  
**AU-ABC**—Air University Associate to Baccalaureate Cooperative  
**CCAF**—Community College of the Air Force



**CAFSC**—Control Air Force Specialty Code

**DAF**—Department of the Air Force

**DAFI**—Department of the Air Force Instruction

**DAFMAN**—Department of the Air Force Manual

**DoD**—Department of Defense

**ETP**—Exception to Policy

**FLDCOM**—Field Command

**GEM**—Air University General Education Mobile

**MAJCOM**—Major Command

**NAF**—Numbered Air Force

**OPR**—Office of Primary Responsibility

**PPG**—Policies, Procedures and Guidelines

**RegAF**—Regular Air Force

*Office Symbols*

**AETC/CC**—Commander, Air Education and Training Command

**AF/A1**—Deputy Chief of Staff for Manpower, Personnel, and Services

**AF/A1D**—Deputy Chief of Staff for Manpower, Personnel, and Services, Force Development Directorate

**AF/A1DLV**—Air Force Voluntary Education Programs

**AF/RE**—Chief of Air Force Reserve

**AFPC/DP2OSS**—Air Force Personnel Center Assignments

**ANG/FDO**—Air National Guard Force Development Office

**AU/CAO**—Air University Chief Academic Officer

**AU/CC**—Air University Commander

**AU/OAA**—Air University Office of Academic Affairs

**BCEE/CC**—Barnes Center for Enlisted Education Commander

**CCAF/CC**—Community College of the Air Force Commander

**CCAF/DE**—Community College of the Air Force

**E&TS**—Education and Training Section

**FSS/FSDE**—RegAF and Air Force Reserve Education and Training Section

**NGB/CF**—Director of the Air National Guard

**SAF/MRR**—Assistant Secretary of the Air Force, Reserve Affairs and Airman Readiness

**SF/S1**—Deputy Chief of Space Operations for Human Capital

***Terms***

**Air Reserve Component**—The combination of the Air National Guard and the Air Force Reserve; together they are called the Air Reserve Component. Air Force Policy Directive 10-3, *Operational Utilization of the Air Reserve Component Forces*, establishes policy to fully integrate the Air National Guard, Air Force Reserve, and RegAF into a single Total Force.

**Certification**—The recognition or credential given to an individual who has met predetermined qualifications set by an agency of government, industry, or a profession.