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SECRETARY OF THE AIR FORCE**

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Test and Evaluation

TEST PILOT SCHOOL



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This instruction implements AFD 99-1, *Test and Evaluation Process*. It defines authority for the United States Air Force Test Pilot School (Test Pilot School). It outlines the supervision, operation, and administration of the school's mission, course instruction, eligibility requirements, application procedures, and selection process. This instruction also addresses English language requirements for allied students, Flying Evaluation Board procedures, and faculty board procedures. 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. This AFI applies to all Air Force units, including the Air National Guard (ANG) and Air Force Reserve. This Instruction requires the collection and/or maintenance of information protected by the Privacy Act of 1974 authorized by Title 10 United States Code Section 8013 and Executive Order 9397. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the Office of Primary Responsibility, AFMC/A3F, using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command.

SUMMARY OF CHANGES

This document has been substantially revised and needs to be completely reviewed. Major changes include format updates to comply with AFI 33-360, *Publications and Forms Management*, guidance to streamline and clarify publications, update to eligible Air Force Specialty Codes (AFSC), training requirements, and security clearance requirements.

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1. Test Pilot School Vision and Mission. The Vision of Test Pilot School is to be the world's premiere institution for flight test education, training, and research. The Mission of Test Pilot School is to produce highly-adaptive critical-thinking flight test professionals to lead and conduct full-spectrum test and evaluation of aerospace weapon systems. Experimental test personnel provide early input to the system design during the development cycle. To aid the Air Force in the development, acquisition, and sustainment of operationally capable military systems, the Test Pilot School educates and trains pilots, combat systems officers (rated navigators, electronic warfare officers, and weapon system operators), Remotely Piloted Aircraft

pilots, and engineers to test and evaluate all manner of military systems. These tests yield technical information on the safety, security, military utility, and mission suitability of systems and subsystems. In addition to operational capabilities, experimental test aviators determine: flight characteristics; performance; stability and control; mission capability; and mission suitability. Test Pilot School is the center of expertise for Air Force developmental test and evaluation and flight test theory and techniques. Test Pilot School also gives school and test center professionals a forum in which to exchange ideas and information.

1.1. **Courses of Instruction:** Test Pilot School provides a 48-week, 50 semester hour graduate-level course of instruction. Two classes are taught annually, the “A” class starting in January and graduating in December, and the “B” class starting in July and graduating in June.

1.1.1. The 48-week course consists of four closely related curricula: experimental test pilot; experimental test Combat Systems Officer; experimental test Remotely Piloted Aircraft pilot; and experimental flight test engineer. Together, these curricula educate selected personnel in the discipline of flight test engineering and conduct training in the latest methods of testing and evaluating aerospace vehicles and related systems. (See the Air Force Education and Training Course Announcements located within the Air Force Portal).

1.1.2. Test Pilot School graduates are eligible to earn an accredited Master of Science degree in Flight Test Engineering conferred by Air University.

1.2. Test Pilot School Eligibility Requirements.

1.2.1. All applicants must meet eligibility requirements before requesting admission (see [Table 1](#)). (T-3) A Master of Science degree in any engineering field (without a Bachelor of Science Degree in Engineering) also qualifies. The guidance provided in [paragraph 1.2.1.3](#) through [paragraph 1.2.1.6](#) should be used for considering eligibility of physical science degrees on a case-by-case basis. See [paragraph 3.4](#) for information on requesting waivers to any eligibility requirements.

Table 1. Eligibility Requirements for Curricula.

Curricula	Time in Service (at class entry) ^{1,2}	Education	Experience (at date of class entry)	Physical Qualification	Clearance
Experimental Test Pilot	Fewer than 9 years and 6 months (10 years and 3 months for helicopter pilots)	Bachelor of Science in Engineering, Mathematics, or Physics (see paragraph 1.2.1 for other acceptable degrees and required)	Pilots on extended active duty and not in suspended flying status. Minimum of 12 months as an aircraft commander in a manned Major Weapon System. Pilots must also be either qualified Instructor Pilots in their manned Major	Annual Flying Class II	Top Secret

		remediation). Minimum grade point average of 3.0 on a 4.0 scale	Weapon System or 1. Single pilot Major Weapon System - at least 750 hours total time 2. Dual pilot Major Weapon System – at least 1000 hours total time Note: 250 hours of manned non-Major Weapon System time (e.g. civilian flight hours) may be included in total time.		
Experimental Test Combat Systems Officer ³	Fewer than 9 years and 6 months	Same as Experimental Test Pilot requirements	Combat Systems Officers must be qualified instructor Combat Systems Officers in a Major Weapon System or have at least 500 hours total time in their Major Weapon System. Total time excludes student time.	Annual Flying Class II	Top Secret
Experimental Test Remotely Piloted Aircraft Pilot	Same as above	Same as Experimental Test Pilot requirements	Remotely Piloted Aircraft pilots must be a qualified instructor in their Remotely Piloted Aircraft Major Weapon System or have at least 750 hours total time. Note: 250 hours in a manned non-Major Weapon System (e.g. civilian flight hours) may be included in the total time.	Annual Flying Class II	Top Secret
Experimental Flight Test	Fewer than 8	Same as Experimental	On Extended Active Duty with a minimum	Annual Flying	Top Secret

Engineer	years	<p>Test Pilot requirements</p> <p>Technical master's degree is highly desired</p>	<p>of 2 years experience in one of the following AFSCs: 13BX, 13NX, 13SX, 14NX, 17DX, 21AX, 21MX, 43A3, 61XX, 62XX, or 63XX</p> <p>(Civilians: minimum 2 years experience in test and evaluation)</p> <p>Federal Aviation Administration flying certifications or military flying is highly desired</p>	Class III	
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Notes:

1. Total Active Federal Commissioned Service (Regular Air Force) / Total Federal Commissioned Service Date (Guard and Reserve).
2. Maximum time in service not applicable to civilian applicants.
3. The term combat systems officer includes rated navigators, electronic warfare officers, and weapon system operators.

1.2.1.1. A Bachelor of Science degree in Engineering, Mathematics, or Physics must specifically state “Engineering”, “Mathematics”, or “Physics”. Other titles such as “Aircraft Engineering Technology”, “Aerospace Science”, “Aerospace or Space Operations” or any other title using the words “Technology” or “Aircraft” are not acceptable. **(T-3)**

1.2.1.2. A Bachelor of Arts degree in Mathematics or a physical science degree does not qualify.

1.2.1.3. Acceptable physical science degrees may include (but are not limited to) the degrees listed in **Figure 1**. See **paragraph 1.2.1.7** for contact information regarding eligibility of physical science degrees not listed in **Figure 1**.

Figure 1. Acceptable Physical Science Degrees.

<p>Astronomy</p> <p>Chemistry</p> <p>Computer Science</p> <p>Geology</p> <p>Metallurgy</p> <p>Meteorology</p>	<p>Mining</p> <p>Oceanography</p> <p>Operations Research</p> <p>Physical Science</p> <p>Statistics</p> <p>Systems Engineering Management</p>
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1.2.1.4. If the applicant’s degree is in a physical science, additional technical course requirements must be satisfied to become eligible. As a minimum, the applicant must

have satisfactorily completed six of the mandatory courses with an overall “B” average with the six course grades combined. Additionally, the applicant must have satisfactorily completed four courses from the desired course list with an overall “B” average with all four course grades combined. For the purposes of determining applicant eligibility, a “B” average is considered to be 3.0 average on a 4.0 = “A” scale. **Figure 2** lists the mandatory and desired courses. **(T-3)**

Figure 2. Course Requirements for Physical Science Degrees.

Mandatory Courses (must have all 6 courses indicated below)	
Calculus I	
Calculus II	
Differential Equations	
Physics I (classical mechanical)	
Physics II (classical electro-optical)	
Probability and Statistics	
Desired Courses (must have at least 4 courses from those listed below)	
Statics	Aerodynamics
Dynamics	Fluid Mechanics
Vectors and Matrices	Thermodynamics
Linear Algebra	Aircraft Stability and Control
Strength of Materials	Linear Control Theory
Structures	Electrical/Electronic Circuit Theory
Mechanical Vibrations	
Probability & Statistics (may be Design of Experiments)	
Instrumentation/lab/data acquisition or processing	
Note:	
Desired courses are not required to be from four different areas; several courses may belong to one desired course sequence, e.g., Aircraft Structures I, Aircraft Structures II, or Linear Control Theory I, Linear Control Theory II.	

1.2.1.5. To be considered eligible, prospective applicant transcripts must reflect all six mandatory courses satisfactorily completed and at least four courses satisfactorily completed from the desired course list. **(T-3)**

1.2.1.6. To ensure proper evaluation of academic eligibility, coordination will be accomplished between HQ AFPC/DP2OS, HQ AFMC/A3/6, and USAF TPS/CT on all applications which are not unequivocally qualified by **Table 1**. (i.e., Bachelor of Science in Engineering, Mathematics, or Physics with a minimum Grade Point Average of 3.0 on a 4.0 scale), or any application where there is uncertainty. **(T-3)**

1.2.1.7. If there are any questions on eligibility requirements, contact the USAF TPS/CSS, DSN 527-3000 (commercial: 661-277-3000).

1.2.2. Pilot, Combat Systems Officer, and Remotely Piloted Aircraft pilot applicants must have a current annual flying Class II physical. If applicable, they may apply before they meet the minimum flying hour requirements if they will have the minimum flying time before the beginning of class. **(T-3)**

1.2.3. Military or civilian Experimental Flight Test Engineer applicants must have an annual flying Class III physical. **(T-3)**

1.2.4. Federal Service civilian personnel with a flight test mission may apply for the Experimental Flight Test Engineer Course. Personnel will be appointed a follow-on position determined by the AFTC/CC and AFTC/DP.

1.2.5. Security clearances.

1.2.5.1. US applicants must have a current TOP SECRET clearance or have one initiated prior to arriving at Test Pilot School. Student manpower positions are Special Access Requirements (SAR) code "5" on the Unit Manning Document. **(T-3)**

1.2.5.2. International students require a SECRET clearance. International applicants interested in applying to Test Pilot School should contact Air Force Security Assistance Training through their host nation government as described in **paragraph 5.4**. Air Force Security Assistance Training defers to SAF/IA for prioritization of requirements if there are more requirements than quotas available for international students.

1.2.5.3. Test Pilot School staff members and US Test Pilot School students as identified by the USAF Test Pilot School Commander (TPS/CC), must hold TOP SECRET clearances. **(T-3)**

1.2.6. Air Force Institute of Technology (AFIT) graduates serving in an AFIT Directed Duty Assignment may apply for Test Pilot School if they meet all of the following criteria:

1.2.6.1. One year in an advanced academic degree position prior to Test Pilot School class start date.

1.2.6.2. Release by member's current commander through the Commander's Involvement Program with MAJCOM concurrence. Every possible consideration should be granted to the member in their last year of eligibility.

1.2.7. AFIT students may apply for Test Pilot School if they meet all of the following criteria:

1.2.7.1. Eligibility requirements stated in **Table 1**.

1.2.7.2. AFIT graduation date should align closely with Test Pilot School class start date. AFIT students graduating more than sixty days prior to the start of the next Test Pilot School class will not be permitted to apply. Test Pilot School classes start in the July and the following January after each Test Pilot School board. **(T-3)**

1.2.7.3. Release by member's Directed Duty Assignment follow-on commander through the Commander's Involvement Program with MAJCOM concurrence. Every possible consideration should be granted the member in their last year of eligibility.

1.2.8. AFIT and USAF Academy faculty may compete only if released by the owner of the Advanced Academic Degree faculty billet for which they were sponsored. **(T-3)**

1.2.9. All officers released to Test Pilot School from their Advanced Academic Degree program prior to completion must (if selected) be assigned to the appropriate Advanced

Academic Degree coded position for their degree to fulfill their AFIT Directed Duty Assignment upon completion of Test Pilot School. (T-3)

1.2.10. AFRC/ANG officers may apply if they meet the requirements of **Table 1** and the following:

1.2.10.1. Use the Total Federal Commission Service Date in place of the Total Active Federal Commission Service date for computation of time in service limits.

1.2.10.2. To establish eligibility to compete, applicants must submit proof of eligibility to return to and remain on active duty for the entire Active Duty Service Commitment period from HQ AFPC/DPSIPR with their application package. If selected, AFRC/ANG officers shall return to and remain on active duty for the full period of the Test Pilot School Active Duty Service Commitment. (T-3)

1.3. Joint Air University and Test Pilot School Program. Occasionally, Air Force officers eligible for Test Pilot School can volunteer for a joint in-residence degree program with Air University that leads to a second advanced academic degree. The availability and instructions for applying for this opportunity will be outlined every year in the Test Falcon Personnel Services Delivery Memorandum (PSDM). Current PSDMs can be located at <https://mypers.af.mil/>

1.4. Bars to Eligibility.

1.4.1. Officers eliminated from any Air Force or military formal flying training program in their present rated category are ineligible for Test Pilot School.

1.4.2. Navigators eliminated from Air Force Specialized Undergraduate Pilot Training and engineers eliminated from Specialized Undergraduate Pilot Training or Specialized Undergraduate Navigator Training are eligible, unless they left these programs by drop on request.

1.4.3. Applicants who did not finish any US Government-funded, full-time education or training program due to substandard performance or drop on request (except as noted in **paragraph 1.4.2**).

1.4.4. AFMC/A3/6 can eliminate any candidate who shows indications of substandard performance after becoming a Test Pilot School candidate, but before the class start date.

2. Roles and Responsibilities

2.1. HQ AFPC/DP2OS.

2.1.1. Maintains applications.

2.1.2. Confirms candidate eligibility and forwards ineligible candidates to HQ AFMC/A3/6 for waiver consideration (see **Table 1**).

2.1.3. Convenes a Test Pilot School Selection Board annually to select Air Force officers and civilian employees. Convenes supplemental Records Boards as necessary.

2.1.4. Publishes and disseminates the selection notification message following approval of the student selections by HQ AFMC/A3/6.

2.1.5. Enters Joint Air University and Test Pilot School student selection information into the Education Management System database immediately following the annual selection board notification process.

2.1.6. Assigns approved Air Force pilots, Combat System Officers, and military engineers to Test Pilot School.

2.1.7. Coordinates special non-flying training for appointed students enroute to Test Pilot School.

2.1.8. Coordinates special non-flying training for Test Pilot School graduates enroute to their next assignment.

2.2. HQ AFMC/CC.

2.2.1. Appoints the Test Pilot School Commandant. (This authority may be delegated no lower than AFMC/CC.)

2.2.2. Is the final approval authority for all Flying Evaluation Board actions in accordance with AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*. (This authority may be delegated no lower than HQ AFMC/A3/6.)

2.3. HQ AFMC/A3/6.

2.3.1. Ensures Test Pilot School curricular activities are consistent with HQ USAF policies and instructions.

2.3.2. Organizes and chairs a Test Pilot School Advisory Board. Timing should not exceed every 3 years. Selects delegates from MAJCOMs, Air Force Life Cycle Management Center, Air Force Test Center, and educational organizations such as the United States Naval Test Pilot School, AFIT, and the United States Air Force Academy to review Test Pilot School curricula and provide strategic direction. Provides an Executive Summary of the Test Pilot School Advisory Board Proceedings to AFMC/CC and AU/CC for review.

2.3.3. Provides curriculum direction to USAF TPS/CC. Direction includes the latest flight test philosophy and methods.

2.3.4. Directs the development of short courses and other curricula to meet DoD and AF test and evaluation education and training needs.

2.3.5. Presides over the student Test Pilot School selection board or may delegate this responsibility, normally to a general officer Test Pilot School graduate.

2.3.6. Appoints members to the Test Pilot School selection board.

2.3.7. Approves final student selections for Test Pilot School class enrollment. Final scores are a combination of Test Pilot School Selection Board results and the Comprehensive Candidate Evaluation Program administered by Test Pilot School. Forwards results to HQ AFPC/DP2OS for publication.

2.3.8. Appoints an HQ AFMC/A3/6 functional manager for Test Pilot School policy, selection, and military assignment processes.

2.3.9. Requests and validates field requirements for military Test Pilot School graduates. Provides validated requirements to the Test Pilot School Commandant, enabling graduating classes to provide their preferences for available assignments.

2.3.10. Mediates between Test Pilot School, gaining test units, and AFPC as necessary to finalize assignments for the graduating classes.

2.3.11. Organize and co-chairs a Test Pilot School Graduate Management Council every assignment cycle.

2.4. AFTC/CC.

2.4.1. Responsible for Test Pilot School mission execution and resources (facilities, manpower, budget, aircraft, student housing, etc.).

2.4.2. Designates the Flying Evaluation Board Convening Authority in accordance with AFI 11-402 and this AFI. (AFTC/CC typically designates 412 TW/CC, but may designate another.)

2.4.3. Budgets and funds the operating costs for Air Force students, Air Force students attending foreign test pilot schools, and the Air Force cost of foreign students from participating countries attending Test Pilot School.

2.4.4. Budgets and provides reciprocal qualitative evaluation flying opportunities in AFTC aircraft to visiting students/faculty of affiliated test pilot schools and representatives of foreign flight test centers.

2.4.5. Reviews and determines final approval/disapproval of Test Pilot School Academic Evaluation Board recommendations for students considered or recommended for academic elimination. Provides an information copy of final results to AFMC/A3/6.

2.4.6. Co-chairs a Graduate Management Council every assignment cycle.

2.5. 412 TW/CC.

2.5.1. Supervises and exercises operational control over Test Pilot School (exclusive of curricular control).

2.5.2. Resolves any resource conflicts between 412 OG test mission requirements and Test Pilot School curricular requirements as necessary (aircraft availability, flying hours, range time, etc.).

2.5.3. Ensures Test Pilot School civilian staff is appropriately manned to meet mission requirements.

2.5.4. Convenes Flight Evaluation Boards in accordance with AFI 11-402 and this AFI, unless AFTC/CC has designated another convening authority.

2.6. USAF TPS/CC (Commandant).

2.6.1. Operates Test Pilot School by overseeing all flying activities, academic instruction, budgeting, and school administration. Assures all processes are in place for the effective administration and orderly conduct of Test Pilot School.

2.6.2. Executes the Test Pilot School curricula consistent with Test Pilot School Advisory Board guidance, principles of the Department of Education, and the accrediting

body of Air University. May waive individual curriculum events based upon resource availability or student status.

2.6.3. Coordinates directly with HQ AFMC/A3/6 on curricular affairs. Develops short courses and other curricula per requirements from HQ AFMC/A3/6.

2.6.4. Directs a Comprehensive Candidate Evaluation Program to assess skills needed to be a successful Test Pilot School student but that are difficult to determine by reviewing a candidate's records. The Comprehensive Candidate Evaluation Program results will be combined with Selection Board scores to determine overall order of merit for candidates.

2.6.5. Prepares and presents topical information briefs to the Test Pilot School Advisory Board.

2.6.6. Approves the attendance of prospective Allied students to Test Pilot School.

2.6.7. Coordinates with AFMC/A3/6 and AFPC/DP2OS to fill enrollment vacancies from the approved list of alternates as required.

2.6.8. Convenes a semi-annual Curriculum Planning Council to review and revise Test Pilot School curricula in response to internal and external feedback. The Curriculum Planning Council is chaired by the Test Pilot School Technical Director and comprised of the Test Pilot School deputy commandant, division chiefs, technical experts, and chief test pilot as its voting membership. Provides a memo to HQ AFMC/A3/6 for approval of proposed changes to the curriculum.

2.6.9. Maintains affiliate relationships with Air University and other organizations, as required. Reviews, and if necessary, updates Memorandums of Agreement on a bi-annual basis. Coordinates directly with AU/CF regarding graduate affiliate affairs and responsibilities.

2.6.10. Assigns final grades for academic curriculum courses and forwards them directly to Air University for archiving and the creation of graduate transcripts.

2.6.11. Completes an AF Form 475, *Education/Training Report* for each Test Pilot School student. In addition to the AF Form 475, completes a Fitness Report for each US Navy and US Marine officer. Adds the course to the professional specialty course list for each Air Force graduate.

2.6.12. Suspends students when they fail to meet curriculum standards, become medically unqualified, or request elimination.

2.6.13. When required, initiates the Flying Evaluation Board process.

2.6.14. When required, convenes an Academic Evaluation Board to evaluate students for academic dismissal. Forwards Academic Evaluation Board recommendations to AFTC/CC for final review and approval.

2.6.15. When warranted, cancels an individual's student status for gross misconduct, or if the Academic Evaluation Board or Flying Evaluation Board recommendation to eliminate a student is approved.

2.6.16. Chairs the Test Pilot School Selection Board

2.7. Air University Commander.

2.7.1. Maintains a relationship with Test Pilot School in accordance with the AU/USAF Test Pilot School Memorandum of Understanding and this AFI. Reviews, and if necessary updates, the AU/USAF Test Pilot School Memorandum of Understanding on a bi-annual basis. Coordinates with the USAF TPS/CC regarding graduate affiliate affairs and responsibilities.

2.7.2. Confers diplomas for the Master of Science in Flight Test Engineering upon graduates of Test Pilot School per the authority granted under Title 10 United States Code Section 9317.

2.7.3. Manages Test Pilot School student transcripts based on course grade inputs from Test Pilot School. Maintains a repository of transcripts and Education/Training Reports for each student and issues official transcripts as requested.

2.7.4. Provides services, oversight and direction necessary for Test Pilot School to satisfy and comply with accreditation standards requirements. Provides representation and assistance to Test Pilot School during on-site visits by accreditation officials.

2.7.5. Reviews Test Pilot School Advisory Board Executive Summary and integrates Test Pilot School into the Air University Board of Visitors oversight.

3. USAF Military and Civilian Application Procedures.

3.1. Preparing Applications.

3.1.1. Rated applicants will submit an AF Form 1711A, *USAF Test Pilot School Application for Rated Personnel*, and flight test engineer applicants will submit an AF Form 1711B, *USAF Test Pilot School Application for Engineer Personnel*. The application package includes: **(T-3)**

3.1.1.1. Certified transcripts of all college credits. **(T-3)**

3.1.1.2. A resume of flying experience, if applicable. **(T-3)**

3.1.1.3. A copy of Graduate Record Examination test scores if applying for the AFIT/USAF Test Pilot School program. AFIT/USAF Test Pilot School volunteers are encouraged to establish AFIT eligibility prior to submitting the Test Pilot School application by following the AFIT application procedures at <http://www.afit.edu>. Once established, AFIT Master's eligibility letters are permanently valid. **(T-3)**

3.1.1.4. If a volunteer for French Test Pilot School (E.P.N.E.R.--École du personnel navigant d'essais et de réception), applicants are encouraged to take the Defense Language Aptitude Board to establish general aptitude for foreign languages, and the Defense Language Proficiency Test for any foreign languages already in their repertoire. **(T-3)**

3.1.1.5. Contact information of unit commander for Test Pilot School Selection Board purposes. **(T-3)**

3.1.2. Rated applicants will also include:

3.1.2.1. A certified true copy of AF Form 942, *Record of Evaluation*. **(T-3)**

3.1.2.2. Copies of all AF Forms 8, *Certificate of Aircrew Qualification*, from their Flight Evaluation Folders. **(T-3)**

- 3.1.2.3. A copy of their Flying History Report from the Aviation Resource Management System. This report can be obtained from the local Host Aviation Resource Management office. **(T-3)**
- 3.1.3. Civilian applicants will also include a signed mobility agreement and all performance evaluations. The mobility agreement will only be valid if selected for Test Pilot School attendance. **(T-3)**
- 3.1.4. Flight test engineer applicants (military and civilian) are required to complete a flying Class III physical prior to the Test Pilot School selection board. Any medical conditions requiring a waiver will be adjudicated and processed by AFMC/SGP. **(T-3)**
- 3.1.5. Submit application according to the announcement Personnel Services Delivery Memorandum (PSDM) instructions. **(T-3)**
- 3.2. Preparing the AF Form 1712, *Special Flying Program Recommendation*.**
- 3.2.1. All applicants will obtain an AF Form 1712 from their unit commander or equivalent. **(T-3)** Applicants may submit up to two additional AF Forms 1712s. If the unit commander or equivalent of a rated applicant does not have firsthand knowledge of the applicant's flying ability, an individual who supervised the applicant in a rated position during the previous three years should provide one of the two additional recommendations. The AF Form 1712 may be handwritten.
- 3.2.2. Recommendations will be submitted directly to the Test Pilot School Selection Board. Submission instructions will be provided in the announcement Personnel Services Delivery Memorandum. Recommendations may be used on subsequent boards if they are still applicable. **(T-3)**
- 3.3. Selection Process.**
- 3.3.1. The AFMC/A3/6, or his representative, will preside over the selection board. The Test Pilot School Commandant will chair the selection board. If the Commandant is not able to attend the selection board, the AFMC/A3/6 will designate a replacement. **(T-3)**
- 3.3.2. HQ AFMC/A3/6 determines the Test Pilot School Selection Board members. Board members should be current or former flight test squadron, test squadron commanders, or former Materiel Leaders who are also Test Pilot School graduates.
- 3.3.2.1. The Test Pilot School Selection Board evaluates candidates based on their technical and flying credentials (for rated applicants), career performance, academic performance, recommendations, and leadership potential.
- 3.3.2.2. The Test Pilot School Selection Board meets annually to select a pool of student candidates (Primary and Alternate) for the Test Pilot School classes starting in the following July and the January.
- 3.3.2.3. HQ AFMC/A3/6, in coordination with AFPC and Test Pilot School, selects students for the joint Air University-Test Pilot School program, attendance at the US Naval Test Pilot School, and foreign test pilot schools.
- 3.3.3. Test Pilot School candidates in all categories, with the exception of Rotary Wing candidates, will participate in a Comprehensive Candidate Evaluation Program at the TPS. The Comprehensive Candidate Evaluation Program consists of a skills evaluation

and an interview. The Comprehensive Candidate Evaluation Program will assess a candidate's ability to perform in, and adapt to, the experimental or developmental flight test environment. For pilots, the evaluation will consist of sorties in Test Pilot School curriculum aircraft flown under the supervision of a Test Pilot School instructor pilot. Unsatisfactory flight performance will eliminate a candidate from consideration and may justify permanent ineligibility.

3.3.4. A candidate's Comprehensive Candidate Evaluation Program score will be combined with their TPS Selection Board score to determine overall order of merit. On the rare occasion when Comprehensive Candidate Evaluation Program attendance is not possible, HQ AFMC/A3/6 will determine the candidate's score. Rotary Wing applicants may be interviewed by the commander of the 413th Flight Test Squadron or their representative.

3.3.5. Comprehensive Candidate Evaluation Program travel costs will be funded by the candidate's unit. **(T-3)**

3.3.6. HQ AFPC determines Test Pilot School availability for all applicants.

3.3.7. HQ AFMC/A3/6 determines the number of flight test engineer course positions in the Test Pilot School to Air Force civilians. If selected by the Test Pilot School Selection Board, the civilian student will belong to AFTC for 5 years with a minimum of 1 year at Test Pilot School and a 2 year follow-on test assignment in the AFTC. All costs associated with Test Pilot School attendance will be paid for by AFTC. **(T-3)**

3.4. **Requests for Waivers.** Requests for waivers to the eligibility requirements listed in **Table 1** will be submitted as part of the application package. HQ AFMC/A3/6 is the waiver approval authority. **(T-2)**

4. Assigning Officers to the Test Pilot School.

4.1. **Notification to MAJCOMs.** HQ AFPC notifies MAJCOMs which officers are selected for Test Pilot School. Notification will be made as soon as possible as to not cause a hardship to the member. The MAJCOMs issue orders reassigning selected officers to AFTC in accordance with AFI 33-328, *Administrative Orders*, and the Air Force Education and Training Course Announcements located at <https://app10-eis.aetc.af.mil/etca/SitePages/Home.aspx>. The supervisor of the selected officer will counsel the selected officers on the Active Duty Service Commitment associated with selection to Test Pilot School in accordance with AFI 36-2107, *Active Duty Service Commitments*. Test Pilot School graduates will also incur a Directed Duty Assignment and will sign an AF Form 63, *Active Duty Service Commitment Acknowledgement Statement* that reflects both the Active Duty Service Commitment and the Directed Duty Assignment. Since Test Pilot School is a voluntary school, a Seven Day Option is not required for individuals who are selected but choose not to accept the assignment. For information on the AFIT class start date, contact Admissions Directorate, AFIT/ENE 2950 Hobson Way, Building 641, Wright-Patterson AFB, OH 45433-7765.

4.2. **Required Actions for AFIT/USAF Test Pilot School Candidates.** If AFIT eligibility has not already been established, candidates selected for the AFIT/USAF Test Pilot School program should submit an AFIT admissions package to the AFIT Registrar office following selection notification from AFPC. All candidates selected for AFIT/USAF Test Pilot School

should contact the AFIT Registrar; AFIT/ENER 2950 Hobson Way, Wright-Patterson AFB OH, 45433, DSN 785-6234 x4, Comm 937-255-6234 x4.

Table 2. Required Training Before Reporting.

<i>Student Category</i>	<i>Type Training</i>	<i>Location</i>	<i>Funding Responsibility</i>
Pilot Combat Systems Officer	Altitude Chamber ¹	Various	Losing Unit
Pilot	Jet D Course ²	Randolph	Test Pilot School
Remotely Piloted Aircraft pilot Flight Test Engineer	Water Survival Course S-V86-A ³	Various	Losing Unit
All	Defense Acquisition University (Defense Acquisition University) training ⁴	Various	Defense Acquisition University or Losing Unit

Notes:

1. All candidates must report to Test Pilot School with current physiological training that will not expire before completion of the Test Pilot School course. **(T-3)**
2. Fixed-wing pilots who never qualified or trained in fighter/trainer-type aircraft in a formal course (e.g. T-38, T-45, F-18, etc. in an undergraduate or graduate pilot training course) will complete T-38 Transition training prior to reporting to Test Pilot School. **(T-3)** This training is highly desired for international students. Final determination is at the discretion of the TPS/CC. This transition training will be scheduled by Test Pilot School.
3. Personnel who are not current or never attended initial water survival will attend initial or refresher (as appropriate) over-water parachute water survival training prior to arrival. MAJCOMs are highly encouraged to obtain S-V86-A allocations for grandfathered personnel based on level of risk, point in career, and course availability. See AFI 16-1301, *Survival, Evasion, Resistance, and Escape Program*.
4. Required Defense Acquisition University courses are primarily those needed for Defense Acquisition University certification to Test & Evaluation Level 1. A current list will be distributed by USAF Test Pilot School Student Services as part of a student info package but may also be reviewed at the following link.

"<http://icatalog.dau.mil/onlinecatalog/CareerLvl.aspx>"

4.3. **Foreign Test Pilot School Assignment.** Officers who will attend foreign Test Pilot School receive up to 20 days Temporary Duty at Edwards AFB, CA during the 60 days before they leave for permanent change of station. Test Pilot School funds this Temporary Duty.

4.4. **Billeting While Attending Test Pilot School.** All students, including civilians, and international students, are required to live on base. Requirement may be waived by TPS/CC. **(T-3)**

4.5. **Promotion Recommendations.** All students who expect to meet a promotion board while attending Test Pilot School should arrive with a current Narrative Only Promotion Recommendation Form.

5. Educating and Training Non-USAF Individuals.

5.1. **Other US Service Branches.** US Naval Test Pilot School selects US Navy and US Marine Corps personnel to attend the Test Pilot School. The applicant's Service sends the information to USAF TPS/CC for coordination and final approval.

5.2. **Civilians.** HQ AFMC/A3/6 may grant a limited number of flight test engineer course positions in the Test Pilot School to Air Force civilians, Federal agencies, and allied nations. Applicants who are not Air Force officers prepare applications in accordance with [paragraph 3](#) of this instruction and submit them as described below.

5.3. **Other Federal Agency Applicants.** HQ AFMC/A3/6 may grant a limited number of flight test engineer course positions in the Test Pilot School to Federal agencies and allied nations. Applicants prepare applications in accordance with [paragraph 3](#) of this instruction and submit them as described below. Applications from other Federal agencies should be processed through the local organizational executive-level supervisor. Submit these applications directly to HQ AFMC/A3/6. HQ AFMC/A3/6 reviews the application and sends copies to the Test Pilot School to determine the applicant's suitability for Test Pilot School education and training. If selected by the Test Pilot School Selection Board, the student will belong to the AFTC for at least 3 years - 1 year at Test Pilot School and a minimum of a 2 year follow-on test assignment in the AFTC. At that time, the Test Pilot School graduate may return to their original Federal Agency. All costs associated with Test Pilot School attendance will be paid for by AFTC. Costs for other Federal Agency applicants will be negotiated. **(T-3)**

5.4. **Applicants from Allied Nations.** Allied nations request US Air Force Test Pilot School quotas through the standard security cooperation training channels to the Air Force Security Assistance Training Squadron. Based on AFSAT reported partner nation requests, Secretary of the Air Force International Affairs (SAF/IA) conducts a board to award both primary and alternate international quotas. AFSAT notifies Allied nations of allocations via standard training channels, to include providing application submission instructions. AFSAT also coordinates with Test Pilot School to ensure candidate application process meets required timelines, to include ensuring specific candidate applications are submitted at least 12 months before the allocated Test Pilot School class start date. Applications are required to be in English. Additionally, any required candidate English language training will be completed before course start date. **(T-3)**

5.4.1. HQ AFMC/A3/6 will determine the type and number of Test Pilot School slots to be allocated to international partners and coordinate with SAF/IA to solve timing issues.

5.5. **Funding for Non-USAF Students.** Invitational travel orders for international students must include Temporary Duty funds for field trips that are part of the curriculum. The following guidelines determine funding: **(T-3)**

5.5.1. Other US Services. Non-reimbursable (reciprocal agreements apply).

5.5.2. Other US Agencies. Fully reimbursable to include military pay at standard rates.

5.5.3. Allied/Friendly Nations. Tuition for international students is reimbursable at four different rates depending on the eligibility of the country and is developed in accordance with the DoD 7000.14-R, *DoD Financial Management Regulations*, Chapter 7, Volume 15. (T-0)

5.6. English Language Requirements for Students from Allied Nations.

5.6.1. All Test Pilot School students must be able to use the English language effectively. Candidates whose primary language is English are exempt from the requirements of [paragraph 5.4](#) to screen, test, and train. (T-3)

5.6.1.1. The Defense Language Institute English Language Center English Comprehension Level and Oral Proficiency Interview will be used to screen applicants. (T-3)

5.6.1.2. Non-English speaking foreign countries must test students for English language skills before Test Pilot School selects them, unless the Secretary of Defense grants an exemption from in-country testing. (T-3)

5.6.1.3. All students must obtain a rating of 2+/2+ or better on the Oral Proficiency Interview. (T-3)

5.6.1.4. Administer English Comprehension Level testing in accordance with Defense Language Institute English Language Center Instruction 1025.7, *Planning and Programming Security Assistance English Language Training*, and Defense Language Institute English Language Center Instruction 1025.15, *English Comprehension Level Test Guidelines*. Latest versions are available at <http://www.dlielc.edu/>.

5.6.2. The sponsoring country ensures that:

5.6.2.1. Any candidate selected for Test Pilot School who achieves less than 85 English Comprehension Level must attend English language training at Defense Language Institute English Language Center in accordance with the duration tables in Defense Language Institute English Language Center Instruction 1025.7. (T-3)

5.6.2.2. Any student who achieves 85 English Comprehension Level or above and 2+/2+ or better on the Oral Proficiency Interview attends 9 weeks of specialized English aviation language training at Defense Language Institute English Language Center.

5.6.3. Defense Language Institute English Language Center re-examines incoming students to confirm their in-country English Comprehension Level score. If a student qualifies with an 85 English Comprehension Level and a 2+/2+ on the Oral Proficiency Interview, Defense Language Institute English Language Center puts that student into the specialized aviation course.

5.6.4. The USAF Test Pilot School Commandant has exclusive authority to approve or deny language training waiver requests. The applicant's country must submit the waiver request with the original Test Pilot School application, including a justification for such waiver. (T-3)

5.7. **Billeting at Test Pilot School for Non-USAF Individuals.** All students, including civilians and international students, are required to live on base. **(T-3)**

6. Test Pilot School Graduation Awards. The USAF Test Pilot School Commandant:

6.1. Presents the Liethen-Tittle Award to the experimental test pilot graduate with the best overall record for outstanding performance and academic excellence.

6.2. Presents the R.L. Jones Award to the outstanding experimental test combat systems officer, experimental Remotely Piloted Aircraft pilot, or experimental flight test engineer graduate with the best overall record for outstanding performance and academic excellence.

6.3. May designate up to 15% of the graduates of each class as distinguished graduates. Remainders may be rounded up.

7. Assigning Graduates. Test Pilot School graduates represent a highly trained, critical resource. A strong personnel management program controls their use as graduates of a specialized flying school.

7.1. Air Force graduates receive an Active Duty Service Commitment to the Air Force in accordance with AFI 36-2107, *Active Duty Service Commitments*, with a Directed Duty Assignment to a flight test vacancy as an active test flyer in developmental test and evaluation, or another position that uses the education and training.

7.2. Air Force requirements determine future assignments after the initial Directed Duty Assignment.

7.3. Graduates of the AFIT/USAF Test Pilot School program are required to work in an Advanced Academic Degree coded position for three years within the next six years after graduation.

7.4. Air Force Civilians assume the positions assigned by AFTC/CC in accordance with [paragraph 1.2.4](#). Civilian graduates will incur a Continued Service Agreement obligation to the Air Force in accordance with AFI 36-401, *Civilian Training, Education, and Professional Development*.

8. US Naval Test Pilot School Program. The Air Force sends a limited number of flight test Combat Systems Officer, flight test engineer, fixed-wing test pilot, and rotary-wing test pilot students to the US Naval Test Pilot School, Naval Air Station (NAS) Patuxent River, MD. The Test Pilot School Selection Board selects students from the pool of applicants for Test Pilot School to fill the Air Force quotas. Eligibility requirements are similar to the Test Pilot School.

8.1. Each Air Force student attending the US Naval Test Pilot School must complete an accredited water survival course. **(T-3)**

8.2. Each student must pass a US Navy Class B swimmers course while at the US Naval Test Pilot School. The Navy swimmers course requires the applicant to swim 75 yards using three types of strokes while wearing flight gear, and to tread water or drown proof for 10 minutes. **(T-3)**

9. Foreign Test Pilot School. Opportunities periodically occur allowing students to receive their test training at the Empire Test Pilot School at Ministry of Defense Boscombe Down, United Kingdom or the French Test Pilot School (École du Personnel Navigant d'Essais et de Réception - E.P.N.E.R.) in Istres, France. Applicants volunteering for foreign Test Pilot School

should include that information on their applications and specify whether or not they have existing foreign language ability. If selected, French Test Pilot School candidates must attend and pass applicable French language training requirements. The spouse of a candidate selected for French Test Pilot School should also be able to attend full-time language training. E.P.N.E.R. selectees will undergo a two-month preparatory education at Institut Supérieur de l'Aéronautique et de l'Espace (French Aeronautics University) in Toulouse, France, before commencing E.P.N.E.R., in order to fully satisfy academic requirements for the Specialized Master's Degree in Experimental Flight Test conferred upon E.P.N.E.R. graduates. (T-3)

10. Failure to Meet School Standards and Disenrollment.

10.1. **Overview.** A Test Pilot School student may be disenrolled for deficiencies in academics (including flying performance), professional conduct, medical, or through voluntary drop on request procedures. Test Pilot School has three general categories for removing a student from the course: elimination, removal without prejudice, and drop on request. All students removed from the course prior to graduation will still require a training report in accordance with AFI 36-2406, *Officer and Enlisted Evaluation Systems*, regardless of how many days they attended the course. (T-3). See [Attachment 2](#) for guidance on completing training report for Test Pilot School students.

10.2. **Elimination.** Because Test Pilot School maintains stringent eligibility requirements and uses a thorough selection process, most students successfully complete the course. However, when a student fails to meet professional conduct, or academic standards, elimination from Test Pilot School may be warranted. When a student has been identified for elimination by the Commandant, the student will be removed from the course and applicable boards will be convened as outlined below. (T-3).

10.2.1. **Academic Evaluation Board.** The Academic Evaluation Board considers elimination of students from the experimental test pilot, experimental test Combat Systems Officer, experimental Remotely Piloted Aircraft pilot, or experimental flight test engineer course for failure to meet academic standards. Test Pilot School conducts Academic Evaluation Board proceedings in accordance with requirements indicated in the following paragraphs.

10.2.1.1. **Academic Evaluation Board Membership.** The USAF Test Pilot School Commandant is the Academic Evaluation Board convening authority and appoints either USAF TPS/CD or USAF TPS/CT to serve as Academic Evaluation Board Chair, with voting membership to include: USAF TPS/ED and/or USAF TPS/DO, technical experts from each sub-discipline, and Chief Test Pilot.

10.2.1.2. **Academic Evaluation Board Process.** The Academic Evaluation Board will thoroughly review the student's academic performance (including flying), evaluating all contributing factors. The board shall provide formal proceedings with a recommendation for retention or dismissal to the Test Pilot School Commandant. The Commandant will review and forward the Academic Evaluation Board's recommendation to AFTC/CC for the final decision to retain or dismiss the student. If AFTC/CC directs dismissal of the student, the Academic Evaluation Board report will go to HQ AFMC/A3/6 to process through HQ AFMC/DP for Air Force military/civilian students or to SAF/AQQC for non-USAF students. Academic

Evaluation Board proceedings will be archived by the Test Pilot School registrar in the appropriate class archive. (T-3)

10.2.2. Flying Evaluation Board Proceedings. A Flying Evaluation Board may be convened after dismissal of a USAF rated student from the experimental test pilot, experimental test Combat Systems Officers, or experimental Remotely Piloted Aircraft course (except when waived) for cases where the academic failure was due to below standard flying performance in the course. If a Flying Evaluation Board waiver request is not warranted or not approved, AFTC/CC will designate the convening authority in accordance with AFI 11-402 with the following stipulations: (T-3)

10.2.2.1. Voting members must include at least three unbiased officers who hold an 11EX or 12EX Air Force Specialty Code. (T-3)

10.2.2.2. At least one voting member must be a Test Pilot School staff member. (T-3)

10.2.2.3. The board can include additional voting members with 11EX or 12EX AFSCs.

10.2.3. Flying Evaluation Board Waiver. The Commandant will make a recommendation to the 412 TW/CC on whether a Flying Evaluation Board waiver is warranted under the provisions of AFI 11-402. The Commandant will counsel the student on their right to request a waiver after advising them on the right to seek legal counsel with an “Opportunity to Request a Flying Evaluation Board Waiver” letter. If a student requests a Flying Evaluation Board waiver and it is approved, the student is then administratively removed from the course in accordance with AFI 36-2201, Volume 1, Air University Supplement 1, *Training Development, Delivery, and Evaluation*.

10.2.4. Board Proceedings Disposition.

10.2.4.1. When a student requests voluntary elimination from Test Pilot School, the proceedings of related Flight Evaluation Boards or Academic Evaluation Boards are not subject to the review requirements of AFI 51-602, *Boards of Officers*.

10.2.4.2. When board proceedings form the basis of further administrative action, or inquire into the conduct, efficiency, fitness, or financial liability of the student as a member of the Air Force, such proceedings must meet all requirements of AFI 51-602. (T-3)

10.2.4.3. Disposition documents from Academic Evaluation Board proceedings in accordance with the Air Force Records Disposition Schedule located at <https://afirms.cce.af.mil/afirms/rims.cfm>.

10.3. Removal without Prejudice. In some cases, sufficient reasons exist for a student to be removed from the course without prejudice administratively; this includes inadequate resources, humanitarian, medical, security clearance issues, etc. Students removed from the course without prejudice are allowed to re-compete for future Test Pilot School courses.

10.3.1. Students removed from the Test Pilot School course without prejudice do not require a Flying Evaluation Board or Flying Evaluation Board waiver. These students will be processed in accordance with AFI 11-402. (T-3)

10.3.2. Use the following non-completion reasons for Block II (**paragraph 4**) on the AF Form 475, *Education/Training Report*: “Withdrawn without prejudice for the needs of the Air Force” or “Withdrawn for humanitarian reasons” in accordance with AFI 36-2406. If none of the above reasons apply, state the reason. To explain further, also enter, "See Comments," and explain in the appropriate comment section.

10.3.3. Only with prior approval by AFMC/A3/6 may a student be administratively removed from a course and retain primary select status for a future course. Such actions may only be arranged on a space-available basis, and are only valid within 12 months or less from the original course start date. This process is usually not feasible due to the fixed, small number of students selected annually to attend Test Pilot School. Normally, the student should plan on re-applying if still eligible for future courses.

10.4. Drop On Request.

10.4.1. Any student contemplating drop on request should be made aware that he or she will receive a Training Report documenting the circumstances of the withdrawal. Additionally, the Flying Evaluation Board process may be initiated if circumstances warrant. The Commandant or a designated representative will provide counseling on the ramifications of drop on request. Counseling will be documented on AF Form 174, *Record of Individual Counseling*. **(T-3)**

10.4.2. Following counseling, the student will be given time to reconsider. A student electing to drop on request will be removed from Test Pilot School and placed with another unit, pending formal reassignment action. If warranted, the USAF Test Pilot School Commandant may initiate the Flying Evaluation Board process. **(T-3)**

10.4.3. **Drop on request Training Reports.** The Commandant will decide if the student has sufficient justification to withdraw from the course without prejudice. If the Commandant determines that the student has sufficient justification beyond his or her control, the student will be allowed to withdraw without prejudice and a Final Training Report will be completed (see **paragraph 10.3**). If the Commandant determines there is not sufficient justification to withdraw without prejudice, the student will draft a memorandum to the Commandant stating he or she is dropping on request along with the reason(s). The Commandant will complete a Referral Training Report in accordance with AFI 36-2406. **(T-3)**

10.4.3.1. The following comments in **Figure 3** are mandatory for Block III on the AF Form 475, *Education/Training Report*, for a student who elects drop on request and does not have sufficient cause to withdraw without prejudice.

Figure 3. Mandatory Comments on AF Form 475 for drop on request.

ACADEMIC/TRAINING ACCOMPLISHMENTS:

“United States Air Force Test Pilot School is a rigorous 48-week graduate-level, 50 semester hour advanced course designed and structured to produce the world’s finest flight test professionals. Students are selected through a highly competitive selection process; culminated with a board of officers convened at AF Personnel Center.”

“(Rank/last name) voluntarily dropped on request on the (XX) training day of this course. By making this decision after class start date, the Air Force was unable to activate an alternate candidate for this training. This voluntary drop on request will adversely affect Air Force flight test community officer manning for the next 3 to 5 years.”

PROFESSIONAL QUALITIES:

“Voluntary separation after the rigorous nomination and board selection process calls into question (rank/last name)’s dedication to service before self and leadership potential.

“General attitude, military bearing and appearance, conduct, and fitness met standards (if applicable).”

OTHER COMMENTS:

“USAF TPS/CC (or designated representative) counseled (rank/last name) on his/her decision to drop on request. No extraneous circumstances were presented or identified.”

10.5. **Notification.** For all cases of student removal from Test Pilot School, the Commandant or designated representative will directly notify HQ AFMC/A3/6 that the student was removed from the course with reasons why. **(T-3)**

11. Test Pilot School Doctoral (Ph.D.) Opportunities.

11.1. **Purpose.** Every year, one or more Test Pilot School graduates may be chosen to pursue an Air Force-sponsored Advanced Degree program to earn a Doctor of Philosophy Degree (Ph.D.) in the fields that adequately represent sciences, engineering, or test and evaluation. The primary purpose of this program is to ensure the Test Pilot School curriculum and research efforts reflect the state of the art in the technical test profession. In addition, it creates a cadre of officers within AFMC who combine current test and evaluation experience with a high level of theoretical knowledge.

11.2. Minimum Eligibility Requirements.

11.2.1. Air Force Graduate of USAF Test Pilot School, US Naval Test Pilot School, Empire, or E.P.N.E.R..

11.2.2. At least two years of test and evaluation experience since Test Pilot School graduation before doctoral work begins.

11.2.3. Meet any time-on-station and releasability criteria required by AFPC and AFMC/A3/6.

11.2.4. Master’s Degree appropriate to the Ph.D. program being pursued.

11.3. Application Materials will be determined by Test Pilot School every year based on the number and types of doctoral programs being sponsored. **(T-3)**

11.4. Selection Process.

11.4.1. Test Pilot School will announce Ph.D. opportunities annually via PSDM or other appropriate distribution system. **(T-3)**

11.4.2. Test Pilot School will ensure the timeline for requesting applications, review of candidates, selection, and notification processes meet AFPC requirements for personnel assignments and relocation. **(T-3)**

11.5. Assigning Graduates.

11.5.1. Upon graduation from the doctoral program, the member will be assigned to the Test Pilot School staff. **(T-3)**

11.5.2. Upon graduation from the doctoral program, military officers will receive an Active Duty Service Commitment in accordance with AFI 36-2107. **(T-3)**

DEVIN L. CATE
Director of Test and Evaluation

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

AFPD 99-1, *Test and Evaluation Process*, 20 June 2018

AFMAN 33-363, *Management of Records*, 1 March 2008

AFI 33-360, *Publications and Forms Management*, 1 December 2015

AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Aviation Badges*, 13 December 2010

AFI 33-328, *Administrative Orders*, 7 August 2015

AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program*, 3 August 2017

DoD 7000.14-R, *Department of Defense Financial Management Regulations (FMRS)*, Volume 15, Chapter 7 (Pricing), January 2014

Defense Language Institute English Language Center Instruction 1025.7, *Planning and Programming Security Assistance English Language Training*, 5 November 2010

Defense Language Institute English Language Center Instruction 1025.15, *English Comprehension Level (ECL) Test Guidelines*, 1 July 2017

Title 10 United States Code (U.S.C.), *Armed Forces*, § 9317

AFI 36-2107, *Active Duty Service Commitments (ADSC)*, 26 July 2018

AFI 36-401, *Civilian Training, Education, and Professional Development*, 31 May 2018

AFI 36-2406, *Officer and Enlisted Evaluation Systems*, 8 November 2016

AFI 36-2201, Volume 1, Air University Supplement 1, *Training Development, Delivery, and Evaluation*, 10 October 2003

AFI 51-602, *Boards of Officers*, 13 April 2017

Prescribed Forms

AF Form 1711A, *USAF Test Pilot School Application for Rated Personnel*

AF Form 1711B, *USAF Test Pilot School Application for Engineer Personnel*

AF Form 1712, *Special Flying Program Recommendation*

Adopted Forms

AF Form 475, *Education/Training Report*

AF Form 942, *Record of Evaluation*

AF Form 8, *Certificate of Aircrew Qualification*

AF Form 174, *Record of Individual Counseling*

Abbreviations and Acronyms

AF—Air Force

AFB—Air Force Base

AFTC—Air Force Test Center

AFI—Air Force Instruction

AFIT—Air Force Institute of Technology

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFOTEC—Air Force Operational Test and Evaluation Center

AFPAM—Air Force Pamphlet

AFPC—Air Force Personnel Center

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFSC—Air Force Specialty Code

ANG—Air National Guard

CSO—Combat Systems Officer

DoD—Department of Defense

DoDI—Department of Defense Instruction

e.g.—*exempli gratia*, meaning “for example”

ECL—English Comprehension Level

E.P.N.E.R.—École du Personnel Navigant d’Essais et de Réception (French TPS)

ETPS—Empire Test Pilots’ School (British TPS)

FY—Fiscal Year

HQ—Headquarters

HQ USAF—Headquarters United States Air Force

ISAE—Institut Supérieur de l’Aéronautique et de l’Espace (French Aeronautics University)

MAJCOM—Major Command

NAS—Naval Air Station

Ph.D.—Doctor of Philosophy Degree

PSDM—Personnel Services Delivery Memorandum

T&E—Test and Evaluation

USAF—United States Air Force

U.S.C.—United States Code

USN—United States Navy

Terms

Test and Evaluation (T&E)—The act of generating empirical data during the research, development or sustainment of systems, and the creation of information through analysis that is useful to technical personnel and decision makers for reducing design and acquisition risks. The process by which systems are measured against requirements and specifications, and the results analyzed so as to gauge progress and provide feedback.

Attachment 2

TEST PILOT SCHOOL TRAINING REPORT FACT SHEET

A2.1. Purpose. Documents an officer's accomplishments during formal training and is filed in the member's permanent records at HQ AFPC.

A2.2. Form Used. AF Form 475, *Education/Training Report*.

A2.3. Guidance. AFI 36-2406, *Officer and Enlisted Evaluation Systems*.

A2.4. Who Requires a Training Report. Training reports are mandatory for all Test Pilot School students on completion, interruption of, or elimination from Test Pilot School. This training report will be a permanent part of the student's record. The training report is treated just like an officer performance report, regardless of whether the student Dropped on Request, was eliminated, or withdrew prior to course completion (see AFI 36-2406, paragraph 6.2.1.1).

Table A2.1. Training Report Types.

Purpose for Training Report	Type of Training Report
Dropped on Request	Referral Training Report
Eliminated for any reason	Final Training Report (Block II.2. marked "course not completed")
Withdrawn for any reason	Final Training Report (Block II.2. marked "course not completed")
Completed course	Final Training Report

A2.5. Inclusive Dates. The training report will begin the first day following the "THRU" date of the student's last officer performance report. This is important if the student's last officer performance report closed out prior to the Test Pilot School class start date. Any significant events which occurred after the previous officer performance report closeout date will need to be included in the training report.

Table A2.2. "THRU" Date for training report.

Student Status	"THRU" date on Training Report
Completed course	The date of graduation
Eliminated/withdrawn/DOR	The date student was removed

A2.6. Student's Responsibility. Students are responsible for following up with their squadron's Commander's Support Staff section within 90 days of graduation or elimination to ensure a copy of the training report is in their records at HQ AFPC. If not in the records after 120 days, contact the USAF Test Pilot School Registrar at DSN 527-3000 or via email: Test.Pilot.School.registrar@edwards.af.mil.